



New Customer or Reactivation of Customer Account

Customer Profile

Full Name	
Title/Position	
Department/Company	
Main Phone Number	
Main Email Address	
CC Email (if applicable)	

Account Profile

Monthly Credit Limit \$						
Chartfield to be used for billing of purchases *This can be changed at any time	Fund	Department	Account	Program	Class	Project

Authorized Delegates

Internal Use (this column only)	Full Name	Title/Position	Monthly Credit Limit \$

Authorized Signature

Date

Please email the completed form to Science Stores at order.desk@chem.queensu.ca.
Your account will be set up within 3-5 business days.