

# Discount Customer Approval Form

This form to be completed by the Sales Person and approved and signed by the Vice President of Sales for customers requesting discount payment terms.

Please note to the customer that ENPOINTE offers the discount on the sale. Not tax, freight or postage.

**Sales Person** \_\_\_\_\_

**Customer Number** \_\_\_\_\_

**Customer** \_\_\_\_\_

**Discount Terms Requested** \_\_\_\_\_

\_\_\_\_\_  
**(Chief Financial Officer Signature of Approval)**

\_\_\_\_\_ **Sales – please initial if you agree to the following verbiage being added to this customers invoices showing the discount amount and date to be paid by.**

You may deduct a discount of \$\_\_\_\_\_ if paid on or before\_\_\_\_\_.  
The discount date is based upon when the invoice will be mailed, not the invoice date.

**Please forward this form to Accounting for the customer file.**