



Western Grinding Co., Inc. intends to be the provider of choice for metal finishing. We are committed to providing quality products that meet customer expectations, including delivery expectations. At Western Grinding Co., Inc., we are committed to continually improving the effectiveness of our system. We are pleased that you will be joining us as a customer on this continual path to improvement. As a new customer I would like to make you are aware of some of our information and policies.

- We must charge sales tax for any work that we perform, unless we are provided a signed Texas Resale Certificate or a Texas Sales and Use Tax Exemption Certification.
- Every customer is welcomed to complete a Credit Application for a Business Account ( ) to establish an open account with Western Grinding Co., Inc.; however, the first order for every new customer will be performed on a C.O.D. basis.
- Once an open account is established, the credit terms are 2% 10 – Net 30
- Western Grinding Co., Inc. accepts payment in the form of cash, company check, or credit card (Visa, MasterCard, or American Express). We will provide you with a Credit Card Authorization Form for credit card payments. Payments made via credit card are not eligible to receive the 2% 10 day discount.
- Our preferred method of invoice delivery is email. Consequently, we will need an email address for your accounts payable contact.
- Our remittance address is: PO Box 764739 Dallas, TX 75376-4739.
- Our physical address is: 9000 S. Hampton Rd. Dallas, TX 75232
- Western Grinding Co., Inc. can and will provide you with a signed W9 for you records.

**Western Grinding Co., Inc.**

PO Box 764739  
Dallas, TX 75356-4739  
(214) 631-3090 Fax (214) 631-7931