

WARNER BROS. STUDIO FACILITIES

4000 Warner Blvd.
Bldg. 156N, Room 4010
Burbank, CA 91522
(818) 954-3334
(818) 954-3752 (F)
Email: WBSFAR@warnerbros.com



Thank you for your interest in doing business with Warner Bros. Studio Facilities.

Please ensure the credit application is completed in its entirety. Critical information required is as follows:

- Customer name, show name, billing address and customer Accounts Payable email address
- Company Federal Tax ID (FEIN Number)
- Dun and Bradstreet account number, banking and trade references in the entertainment industry with a valid fax or email address or attach a company credit reference sheet with the information.
 - Unacceptable Trade References: hotels, professional services, payroll services, car rentals, Federal Express, Office Depot, etc.
- Signed application by an authorized agent of the bank, dated, print name and title.
- Certificate of Insurance

The application will not be processed without the customer information requested above and signed by the authorized bank agent.

Please do not send any credit card information with the WBSF credit packet. WBSF A/R does not accept credit card payments nor handles C.O.D. accounts.

Please email the completed credit application and Certificate of Insurance to WBSFAR@warnerbros.com. In the email subject line, please use the following description: **Request for Credit with WBSF – Company Name and Project Name** or fax the information to (818) 954-3752.

If you have any questions regarding the account process or need a status of your account request, please contact us at WBSFAR@warnerbros.com.

Thank you again for your interest in Warner Bros. Studio Facilities. We look forward to being of service to you.



WARNER BROS. STUDIO FACILITIES CREDIT APPLICATION

Correspondence:

4000 Warner Boulevard
Bldg. 156N, RM 4010
Burbank, CA 91522

A/R Customer Service:

(818) 954-3334
Fax (818) 954-3752
WBSFAR@warnerbros.com

Exact Legal Name: _____ **(Customer)**

Date: _____ DBA: _____

Street: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____ Federal Tax ID # (TIN): _____

Billing Address: _____

City: _____ State: _____ Zip: _____ SSN (if sole proprietor): _____

Accounts Payable Contact: _____ Phone: _____ Fax: _____

Contact Email Address: _____

COMPANY PROFILE:

Check One: Corporation Proprietorship Partnership LLC Other

Date Started: _____ Line of Business: _____

D&B #: _____ AMOUNT OF CREDIT LINE REQUESTED \$ _____

Annual Sales: \$ _____ Net Worth: \$ _____ # of Employees _____

PRINCIPALS/ OFFICERS OR PARTNERS:

1. Name: _____ Title: _____

2. Name: _____ Title: _____

BANKING REFERENCE:

Bank: _____ Branch: _____ Contact: _____

Complete Address: _____

Account Number: _____ Phone: _____ Fax: _____

TRADE REFERENCES:

Name 1. _____ Contact Name: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

Name 2. _____ Contact Name: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

Name 3. _____ Contact Name: _____

Address: _____

Phone: _____ Fax: _____ Email: _____



WARNER BROS. STUDIO FACILITIES CREDIT APPLICATION

Exact Legal Name: _____ **(Customer)**

PRODUCTIONS INFORMAITON:

Name of Department that solicited this Application: _____

Previous business with WBSF as: _____

New Productions Title: _____

Feature Television Commercial Special Event Other _____

Departments to be used:

Costume Property Drapery Transportation Post Productions

Scenic Art Staff Shop Sign Shop Construction Paint

Operations Set Lighting Grip Special Effects Photo Lab

Productions Sound Other

Services Requested: Facilities Rentals Repairs Purchase Screening Room

TERMS AND CONDITIONS

- **TERMS:** Net 30 days from date of invoice. Customer agrees to make payments in full to Warner Bros. Studio Facilities (“WBSF”), a division of WB Studio Enterprises Inc., for all amounts due according to WBSF invoice(s). Should Customer default in any such payment(s), WBSF shall have the right, without notice to Customer, to declare all invoice amounts immediately due and payable. In the event WBSF should commence any action or otherwise seek to enforce these terms and conditions against Customer, Customer agrees to pay reasonable collection and attorney(s) fees, court costs and other related expenses incurred by WBSF, whether or not suit is filed. This agreement is not transferable or assignable by Customer without the prior written consent of WBSF. Any sums payable to WBSF shall be paid within the terms stated above or shall bear interest from the due date, at the then prime rate or the rate at which WBSF is then able to borrow funds, whichever is greater. This Application may be used for any and all WBSF departments regardless of those specifically identified above. Venue for all disputes shall be in the courts sitting in the County of Los Angeles.
- **Payments are to be mailed to WBSF – P.O. Box 847250 – Los Angeles, CA 90084-7250**
- The WBSF terms and condition of sales, shall govern all transactions between WBSF and Customer, including any additional terms and conditions that may be provided by any WBSF department.
- WBSF reserves the right to decline credit to Customer at WBSF’s sole discretion, and, in the event credit is extended to Customer, WBSF reserves the right to change or revoke Customer’s credit line on the basis of changes in WBSF’s credit policies or Customer’s financial condition and/or payment record.
- Customer hereby requests WBSF to consider this Application for the purpose of extending credit and authorizes (i) the references listed on this Application to provide all information requested in conjunction with this Application; and (ii) WBSF to investigate Customer’s credit information and history as WBSF may deem necessary.

The undersigned hereby certifies that he or she is duly authorized to sign this Application on behalf of Customer, that the information given in this Application is true and correct to the best of his or her knowledge and that the Customer hereby agrees to the foregoing terms and conditions.

Signature: _____ Date: _____

Name Printed: _____ Title: _____