

## Customer Billing Information Sheet (CBIS)

Business Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Business Description: \_\_\_\_\_  
Est. Loads per Month: \_\_\_\_\_ Credit-Monthly Est. \_\_\_\_\_ Freight Type: \_\_\_\_\_

### Proof of Delivery requirements that must accompany invoice:

Original Required: Y \_\_\_\_\_ N \_\_\_\_\_  
Copy Acceptable: Y \_\_\_\_\_ N \_\_\_\_\_  
None Required: Y \_\_\_\_\_ N \_\_\_\_\_  
Other/Specify: \_\_\_\_\_

### Information Required (must appear) on Invoice

POD #: Y \_\_\_\_\_ N \_\_\_\_\_  
Customer Ref #: Y \_\_\_\_\_ N \_\_\_\_\_  
Bill of Lading #: Y \_\_\_\_\_ N \_\_\_\_\_  
Other/Special: \_\_\_\_\_

### Is EDI required for:

Load Tenders: Y \_\_\_\_\_ N \_\_\_\_\_  
Invoice Payment: Y \_\_\_\_\_ N \_\_\_\_\_

### Does this customer use a Payment Management Service Provider?

(example: Nistevo, Cass etc.) Y \_\_\_\_\_ N \_\_\_\_\_ Name: \_\_\_\_\_

### Any other special instructions/information required:

\_\_\_\_\_  
\_\_\_\_\_

Submitted by: \_\_\_\_\_ Agency \_\_\_\_\_  
Date: \_\_\_\_\_ Phone # \_\_\_\_\_