

**CALGARY REGISTRY SERVICES LTD.  
312 5149 COUNTRY HILLS BLVD NW  
CALGARY, ALBERTA. T3A 5K8  
PH: (403) 286-6824 Fax: (403) 288-9677**

**CLIENT ACCOUNT INFORMATION SHEET**

**Date:** \_\_\_\_\_

**Name of Firm:** \_\_\_\_\_

**Years in Business:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Prov:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Phone Num:** \_\_\_\_\_ **Fax :** \_\_\_\_\_

**Business Type :** Individual      Partnership      Corporation

**Contact Person:** \_\_\_\_\_

**Title :** \_\_\_\_\_

**Direct Line:** \_\_\_\_\_

**Accounts Payable Contact:** \_\_\_\_\_

**Direct Line:** \_\_\_\_\_

**Services Required: (please circle)**

Motor Vehicle                      Corporate Registry

Personal Property Services      Land Titles Registry

**Vital Statistics**

**Other:** \_\_\_\_\_

**Anticipated Volume of Services per Month:** \_\_\_\_\_

All charge accounts must be approved prior to issuance of services. All accounts except Motor Vehicle Services will be billed at the end of each month and must be cleared by the 15<sup>th</sup> of the following month. Motor Vehicle Services will be on a cash basis. A 2% services charge will be added to all overdue accounts and a \$20.00 service charge will be assessed for all NSF cheques.