

**Supplier Information request**

We kindly ask you to fill out the following form and send it back, duly signed and along with the supporting documents. If you have any question concerning this form, do not hesitate to contact us.

**General Information**

Business Name:	
Legal Name:	
Registered Address:	
VAT / Tax Number:	
Telephone Number :	
Website :	

**Contact Details**

Preferred contact person:	
Telephone number:	
Fax:	
E-mail:	

**Bank Information**

Bank:	
Owner of Bank Account:	
Bank Address:	
Country:	
Account Name:	
Account Number:	
IBAN Number:	
BIC/ Swift Code:	
Sort Code:	
Currency:	

**Company Management**

Function	Name and Validity	Email address

**Confirmation of Validity**

I, \_\_\_\_\_, declare to have filled out this form to the best of my knowledge and confirm for its validity.

Name:	
Title:	
Date:	
Signature:	

**Please include the following documents along with this application:**

- **Company Incorporation Certificate/ Articles of Organization/ Extract of commercial register. In case the supplier was individual company, it is required the ID card of the person.**
- **Bankproof of indicated bankaccount**
- **Certificate of VAT number.**
- **Certificate of ISO.**
- **Blank letterhead of the company**

***\*In case of any changes in the above information requested, please send us the updated information as soon as possible.***

All documentation requested, please send it to: [isetien@metallo.com](mailto:isetien@metallo.com)