

Vendor Information Sheet

Vendor Name: _____

VM# : _____

If you do not know your number, please contact your buyer.

*** Vendor Billing Information ***

Send Invoice To: (Name)			
Address:			
City / State / Zip:			
Phone:		Fax:	
Email:			
Invoice Currency:	<input type="checkbox"/> Japanese Yen (JPY) <input type="checkbox"/> U.S. Dollar (USD) <input type="checkbox"/> Euro (EUR) Please check your preference. If unchecked, we will invoice in Japanese Yen.		

Note: Invoices will be sent to the email address noted above. If you are unable to receive invoices by email, please state your reason. _____

Estimated demo frequency (per warehouse) _____ / week

*** Scheduling Information ***

Person in charge of scheduling demos:			
Address:			
City / State / Zip:			
Phone:		Fax:	
Email:			

Note: Scheduling confirmations, changes, cancellation notices will be sent to this email address.

COSTCO BUYER: _____ DEPT: _____

COSTCO ITEM: _____ ITEM #: _____

COSTCO BUYER: _____ DEPT: _____

COSTCO ITEM: _____ ITEM #: _____

(Please attach a separate sheet if multiple items are being carried by Costco Wholesale Japan.)