

Please email completed form to: [accounts@radpro.co.nz](mailto:accounts@radpro.co.nz)

Account Name (as it is to appear on invoices)		
Accounts Payable Contact		
First Name	Last Name	Email Address

Account	Area	Number
Phone		

Contact	Area	Number
DDI		
Mobile		

Postal Address	
Attention	
Street Address or PO Box	
Town/City	
Post Code	

Physical Address <span style="float: right;">same as postal address</span>	
Attention	
Street Address	
Town/City	
Post Code	

Electronic Invoice/Statement Recipient		
First Name	Last Name	Email Address

Purchase Orders – Default Account Requirements
Purchase orders should be emailed to: <b>orders@radpro.co.nz</b>
A purchase order is <b>not required</b> for supplies made on this account
A purchase order is <b>mandatory</b> for all supplies made on this account