

MONETA FARM AND HOME CENTER

11739 MONETA ROAD  
MONETA VA 24121  
PHONE (540)297-5558  
FAX: (540)297-1861

EMAIL: [ACCOUNTING@MONETAFARM.COM](mailto:ACCOUNTING@MONETAFARM.COM)

AUTHORIZED SIGNER REQUEST FORM

Due to fraudulent charges on customer accounts we have imposed the following guidelines on charge purchases.

Only persons authorized in writing will be allowed to charge to house accounts, all future changes to the authorized signers list must be in writing. **NO PHONE AUTHORIZATIONS WILL BE ACCEPTED.** for your convenience you can fax this form to 540-297-1861 or email to [ACCOUNTING@MONETAFARM.COM](mailto:ACCOUNTING@MONETAFARM.COM)

Also, for your protection we can email invoices immediately after each sale and statements will be emailed on the first day of each month, (please note that if you chose to have Statements e-mailed no paper copy will be mailed)

Please e-mail invoices: YES\_\_\_ NO\_\_\_

Use this e-mail address: \_\_\_\_\_

Please e-mail statements YES\_\_\_ NO\_\_\_ (if e-mailed, not sent by paper mail)

Are P.O. Numbers required for this account: YES\_\_\_ NO\_\_\_

Account name: \_\_\_\_\_

Account # \_\_\_\_\_ Phone # \_\_\_\_\_

- Persons Authorized to use this account:

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- Please add to the existing list on file:

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- Please REMOVE from the authorized signers list:

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Print name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

