



**FORD ACCESSORIES**

**Southwest Ford Accessory Distributor**  
**6550 Wuliger Way**  
**North Richland Hills, Texas 76180**  
**Office (817) 770-0996**

#### **Southwest FAD Key Contacts**

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#### **SOUTHWEST FAD Website**

# **www.swfad.com**

Sales office open M-F 7:30 AM - 5:30 PM Central Time

Cutoff Time is 4:00 PM for next business day delivery

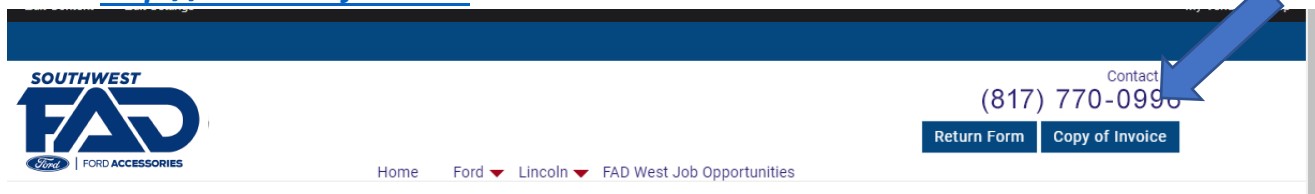
- Your one stop website to access up to date
  - marketing information (hero cards, etc)
  - key announcements and accessory related bulletins
  - Special Programs
- Online ordering available 24/7/365
  - Access using your Ford P & A code
  - Confirmation email sent to person issuing Purchase Order
  - No costs are shown on website
  - Inventory and ordering also available on D2D
- Return Authorizations are accessed here as well
  - RA's will be sent to requesting party
- Invoice copies available next day for all orders

## Automated Invoice Copy Instructions

In order to provide a convenient way for you to get invoice copies, Southwest FAD has created a link on our website that will allow you to download invoice copies anytime you need them!

Instructions:

1. Go to <http://www.swfad.com>



2. Enter your Southwest FAD Customer Number (same as your Ford P& A Code) and Desired Invoice Number here and click submit search

A screenshot of the 'Basic Search' form. It has two tabs: 'Basic Search' and 'Advanced Search'. Below the tabs are two input fields: 'Customer Number:' and 'Invoice Number:'. Each field has a placeholder text 'Customer Number' and 'Invoice Number' respectively. At the bottom right is a 'SUBMIT SEARCH' button. Three blue arrows point to the 'Customer Number' field, the 'Invoice Number' field, and the 'SUBMIT SEARCH' button.

3. For other search options, click on the advanced search button, enter your Southwest FAD Customer number and your dealership's physical zip code. Then you can search by your dealership's Purchase Order Number OR a date range of invoices.

A screenshot of the 'Advanced Search' form. It has two tabs: 'Basic Search' and 'Advanced Search'. Below the tabs are four input fields: 'Customer Number:', 'Zip Code:', 'PO:', and 'Start Date:'. Each field has a placeholder text 'Customer Number', 'zipCode', 'PO Number', and 'Start Date' respectively. There are also 'End Date:' and 'End Date' fields. At the bottom right is a 'SUBMIT SEARCH' button. Four blue arrows point to the 'Advanced Search' tab, the 'Zip Code' field, the 'PO' field, and the 'SUBMIT SEARCH' button.

- After your search is complete, the system will return a listing of available invoices for download. You can choose the desired invoice OR download multiple invoices at once. To download more than one invoice at a time, your pop-up block must be OFF on your browser. Click the download button next to each invoice to download one invoice OR click on more than one invoice in the bulk download column

**Filter Table by Invoice Number or PO**

	CUSTOMER NUMBER	INVOICE NUMBER	INVOICE PO	INVOICE DATE		BULK DOWNLOAD
1		2948480	1004DMR	08-14-2017		<input checked="" type="checkbox"/>
2		2948801	412444-JR	08-14-2017		<input checked="" type="checkbox"/>
3		2948585	412449-B	08-14-2017		<input checked="" type="checkbox"/>
4		2948918	412450-RB	08-14-2017		<input type="checkbox"/>

- Lastly, click on open when prompted, and your invoice will open as a .pdf file (Adobe Acrobat or equivalent required).

	CUSTOMER NUMBER	INVOICE NUMBER	INVOICE PO	INVOICE DATE		BULK DOWNLOAD
1	5000	2948480	1004DMR	08-14-2017		<input checked="" type="checkbox"/>
2	5000	2948801	412444-JR	08-14-2017		<input checked="" type="checkbox"/>
3	5000	2948585	412449-B	08-14-2017		<input checked="" type="checkbox"/>
4	5000	2948918	412450-RB	08-14-2017		<input type="checkbox"/>
5	5000	2948869	51536820	08-14-2017		<input type="checkbox"/>
6	5000	2948871	51536823	08-14-2017		<input type="checkbox"/>

Do you want to open or save **invoice\_5000\_2948480.pdf** from **vac-invoice.com**?



Southwest Ford Accessory Distributor, LLC

6550 Wuliger Way  
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## APPLICATION FOR CREDIT

(Please feel free to attach a standard credit reference sheet if more convenient)

Company Name: \_\_\_\_\_ Ford P & A Code#: \_\_\_\_\_

DBA: \_\_\_\_\_

Shipping Address: Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Business Office Email: \_\_\_\_\_

Mailing Address (If different from above):

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Accounts Payable Contact Name: \_\_\_\_\_

Accounts Payable Contact Phone: (\_\_\_\_) \_\_\_\_\_

Type of Business Entity (Corp, LLC, etc.): \_\_\_\_\_

State of Organization: \_\_\_\_\_ Date of Organization: \_\_\_\_/\_\_\_\_/\_\_\_\_

Federal Tax ID#: \_\_\_\_\_ State Seller's Permit#: \_\_\_\_\_



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***Principals of Business:***

\_\_\_\_\_  
Name Title Address

\_\_\_\_\_  
Name Title Address

\_\_\_\_\_  
Name Title Address

***Trade References:***

\_\_\_\_\_  
( )  
Name Address Phone

\_\_\_\_\_  
( )  
Name Address Phone

DUNS #: \_\_\_\_\_

Copies of invoices are given at the time of purchase. Monthly statements are sent at the end of each month and are due and payable by the 10<sup>th</sup> of the month. Late charges will be applied at 1.5% per month on the unpaid balance after due date. After 60 days of non-payment, the account will be deemed in default, whereby the entire balance will be due in full. The account will be placed on a cash only basis until the account is paid current. All collection costs and reasonable attorney fees will be assessed

I, \_\_\_\_\_ certify these statements to be correct and authorize you to obtain credit reports on my company for the purpose of evaluating whether or not credit will be extended by Southwest Ford Accessory Distributor, LLC.

Authorized Signature: \_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

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



**Southwest Ford Accessory Distributor, LLC**

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North Richland Hills, TX 76180  
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## **CONTACT SHEET**

Company Name: \_\_\_\_\_ FORD P&A Code#: \_\_\_\_\_

City, State & Zip Code \_\_\_\_\_

General Manager Name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

Sales Manager Name \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Service Manager Name \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Parts Manager Name \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

Accounts Payable Name \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail Address \_\_\_\_\_

# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC  <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional) <b>Southwest FAD LLC</b> <b>6550 Wuliger Way</b> <b>North Richland Hills, Texas 76180</b>
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
				-				-			
or											
Employer identification number											
				-							

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

# Request for Taxpayer Identification Number and Certification

Give Form to the  
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► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Southwest Ford Accessory Distributor LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► **P**

**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

6550 Wuliger Way

6 City, state, and ZIP code

North Richland Hills, Texas, 76180

7 List account number(s) here (optional)

Requester's name and address (optional)

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Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

\_\_\_\_ - \_\_\_\_ - \_\_\_\_

or

Employer identification number

8 4 - 2 0 0 3 3 3 6

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Sign  
Here

Signature of  
U.S. person

*Armando Dineez*

Date ► 12-12-19

## General Instructions

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  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
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  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

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