

Guide on how to fill out the registration form for our customers

Below is a quick overview of the fields that must be completed when submitting a Registration form - Customers.

Required fields are indicated with a red asterisk * (in red).

Submission of documents is only required if you are applying for payment terms.

Company Name*	Legal registered name of the company
Company Address*	Registered address for the company
City*	Registered address for the company
State / Province*	Registered address for the company
Postal / Zip Code*	Registered address for the company
Country*	Registered address for the company
Invoice address (ordinary mail) – if different than above	
Electronic invoice address (e-mail) - pdf format	
Phone*	General phone number to the company
Fax	General fax number to the company
E-mail address (Finance Department) *	Preferably a standard one
E-mail address (General)	Preferably a standard one
VAT no. / Business registration number*	Legal registered number of the company
Bank Name	Bank information, i.e. DNB Bank ASA
Bank Address	Registered address to the bank
IBAN / BIC	Official IBAN / BIC of your bank account
Account number	Official Account number in your bank
SWIFT	Official SWIFT of your bank
Name of account holder/beneficiary	Should be your Company Name
Address of the account holder/beneficiary	Should be your Company Address
Name of the person filling out this form*	Your Name, i.e. John Johnson
Position*	Your Position, i.e. Procurement Director
E-mail address*	Your E-mail address
Phone number*	Your Phone number

