



JET SUPPORT SERVICES, INC.

[jetsupport.com](http://jetsupport.com)

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## International Vendor Set-Up & Contact Information

Note: Form must be filled out in full to be processed.

### Primary Contact information

Company Name \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Contact E-Mail Address \_\_\_\_\_  
Phone \_\_\_\_\_ Contact Fax Number \_\_\_\_\_  
Address 1 \_\_\_\_\_  
Address 2 \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Country \_\_\_\_\_ Currency \_\_\_\_\_  
Payment Terms \_\_\_\_\_  
Is vendor also a customer? \_\_\_\_\_  
If Yes, provide JSSI Contract Number(s) \_\_\_\_\_

### Payments Will Be Made Via Wire

### Vendor Banking Information

Account Name \_\_\_\_\_  
Bank Name \_\_\_\_\_  
Address 1 \_\_\_\_\_  
Address 2 \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Bank Country \_\_\_\_\_  
Account Type \_\_\_\_\_  
Account Number \_\_\_\_\_  
Int'l Routing Code Type \_\_\_\_\_  
Routing Code Number \_\_\_\_\_  
SWIFT Code \_\_\_\_\_  
Intermediary Bank \_\_\_\_\_  
Routing Number \_\_\_\_\_  
SWIFT Code \_\_\_\_\_  
Intermediary Account Number \_\_\_\_\_  
Bank Name \_\_\_\_\_  
Address 1 \_\_\_\_\_  
Address 2 \_\_\_\_\_  
City, State Zip Code \_\_\_\_\_  
Bank Country \_\_\_\_\_

**Tech Department:** Originator: \_\_\_\_\_ Date: \_\_\_\_\_

**Accounting:** Vendor Number: \_\_\_\_\_ Date Added: \_\_\_\_\_

Created By: \_\_\_\_\_