



# Purchase Application

This application applies to Schools and Libraries to establish an account with Craft Closet for purchasing craft products for your maker space. Please provide the following information for review if necessary and email a copy to [info@craftcloset.com](mailto:info@craftcloset.com)

Institution Name: \_\_\_\_\_

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

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

## Contact Information:

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

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Invoices will be emailed to the email address listed above. If there is another email address that would be preferred, please list it here: \_\_\_\_\_

## Employer/Employee Making Purchase:

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

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

Printed Name: \_\_\_\_\_

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

Payments are due 30 days from when an invoice is received.

Checks can be mailed to:

Craft Closet  
271 South American Way  
Payson, UT 84651  
Phone: 1-833-388-5775