



## New Customer Information

### GENERATING AN ACCOUNT NUMBER

- Please fax our TAX CERTIFICATE to: 813-538-7839 or forms may be mailed to:  
**Tech Data, Attn: Tax Dept., 5350 Tech Data Dr. Clearwater, FL 33760-3134**
- Once the business information is approved, an account number will be generated.
- A WELCOME KIT will be mailed to you along with a CATALOG, and an ELECTRONIC COMMERCE FORM.
- Your New Account Representatives are available Monday thru Friday 8am - 9pm EST.
  - \* Long Distance, please call 800-237-8931 Domestic ext. 78196
  - \* Within the 813 area code or International, please call 539-7429 Domestic ext. 78196  
International ext 78888

### TAX FORM

- For questions concerning the TAX CERTIFICATE, please call:
  - \* Long Distance, please call 800-237-8931 ext. 77814
  - \* Within the 813 area code, please call 539-7429 ext. 77814
- Tax certificates will not be accepted unless all requested information is completed. Please include your company's legal name and DBA on all tax forms.
- **DROPSHIP TO CALIFORNIA:** A Resale Certificate with a Seller's Permit Number from the State of California must be obtained prior to releasing any pending orders shipping to California.

### CREDIT APPLICATION

- Please fax our credit application to: 813-538-7087  
or applications may be mailed to:  
**Tech Data, Attn: Credit Investigations, 5350 Tech Data Dr. Clearwater, FL 33760-3134**  
*(Please ensure that the credit application is completely filled out and signed for proper processing)*
- For questions concerning the CREDIT APPLICATION, please call:
  - \* Long Distance, please call 800-237-8931 ext. 71702
  - \* Within the 813 area code, please call 539-7429 ext. 71702
- Credit applications will be processed within a five day period after receipt.
- Pre-packaged trade references may be attached to our fully completed and signed Tech Data Credit Application.

### SHIPPING

- Free ground shipping for orders over \$1000.00.
- Orders under \$300.00 will be assessed a \$5.00 handling fee.

### GENERAL INFORMATION

- For RA's, including DOA's and Stock Balancing call Customer Service at 800-553-7676
- General Tech Support (Call-back basis) 800-553-7977
- For live Tech Support (Fee based) Non-Networking - 900-776-2637 or Networking - 900-454-1003