

# SAFELITE SOLUTIONS

## REQUEST FORM: ADD MY BUSINESS TO YOUR DATABASE

Request Type: Safelite, my business is new to your database. Please add my location for customer preference work. I understand this is not a network application, but merely adds my shop to your database. If you have multiple shops, please copy this from and submit one for each location.

Name of business: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City / State: \_\_\_\_\_ ZIP \_\_\_\_\_

Phone # ( ) \_\_\_\_\_ Alternative Phone # ( ) \_\_\_\_\_

Fax # ( ) \_\_\_\_\_ Federal Tax ID # \_\_\_\_\_

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

### **MAILING ADDRESS (if different from above):**

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

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

City / State: \_\_\_\_\_ ZIP \_\_\_\_\_

### **Hours of Operation**

- Monday-Friday \_\_\_\_\_ am to \_\_\_\_\_ pm

- Saturday \_\_\_\_\_ am to \_\_\_\_\_ pm

- Sunday \_\_\_\_\_ am to \_\_\_\_\_ pm

### **Does your shop offer –**

Repair Only \_\_\_\_\_ Replacements Only \_\_\_\_\_ Repair & Replacements \_\_\_\_\_

Do you offer: Mobile Service? \_\_\_\_\_ In Shop Service? \_\_\_\_\_ Both? \_\_\_\_\_

If yes to mobile, what is your general mobile range (approx.) \_\_\_\_\_ Mobile Radius in Miles?

If yes to mobile, what Primary Cities do you service? \_\_\_\_\_

Do you offer glass service for Mobile Homes? \_\_\_\_\_ Yes / No

Do you have any other locations? \_\_\_\_\_ Yes / No If yes, please list on a separate page.

Do you have other Auto Glass Businesses under any other names? \_\_\_\_\_ Yes / No

**Please provide your State Registration/License if your business resides in AK, CA, CT, FL, MA, NY, OH, or RI.**

License # \_\_\_\_\_ State \_\_\_\_\_ Expiration Date \_\_\_\_\_

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Completed by: *(print)* \_\_\_\_\_ Title \_\_\_\_\_

Signature: *(owner)* \_\_\_\_\_ Date \_\_\_\_\_

*\*By signing, I verify the information provided above is accurate, to the best of my knowledge.*

**RETURN TO:** SAFELITE SOLUTIONS / ATTN: DATABASE DEPARTMENT  
PO BOX 182277 - 5<sup>TH</sup> FLOOR  
COLUMBUS, OHIO 43218-2277  
FAX: 614-932-3222 EMAIL: [shopchanges@safelite.com](mailto:shopchanges@safelite.com)

