



# Account Request for Education Institutions

Please complete and return this form to set up an Apple purchasing account for your school or institution so you can start enjoying the unique benefits Apple offers its education customers. We'll contact you when we receive the form.

Note: If you'd like to make a purchase for yourself using your Apple education discount, visit [store.apple.com/us-hed](https://store.apple.com/us-hed) to place your order or call 1-800-MY-APPLE for assistance.

## Full institution name

DBA name \_\_\_\_\_

Legal name \_\_\_\_\_

## Institution billing address

Address line 1 \_\_\_\_\_

Address line 2 \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Main phone \_\_\_\_\_ Main fax \_\_\_\_\_

**Type of school**     Public             Private             Charter             Preschool

**Sales tax status**     Exempt             Taxable

**Payment type**     Credit terms     Prepay

## Contact information for Authorized Representative who has contractual authority to agree to the terms and conditions of an Agreement on behalf of your institution

Name \_\_\_\_\_

Title \_\_\_\_\_

Email (school domain) \_\_\_\_\_

Phone \_\_\_\_\_

## Accounts payable contact information

Name \_\_\_\_\_

Title \_\_\_\_\_

Email (school domain) \_\_\_\_\_

Phone \_\_\_\_\_

Save this form to your desktop and email it to [eaccountteam@apple.com](mailto:eaccountteam@apple.com).