Welcome to Sanofi U.S. This new account welcome kit provides you with essential information on how to request a new account and understand our standard business policies and procedures. Listed below are the action steps you need to take in-order-to apply for a new account.

## Documents needed to open an account:

- Sanofi U.S. New Customer Application
  This application starts the process of opening a new customer account with us. Our Terms and Conditions document is attached. Please review the Terms and Conditions and contact us if you have any questions. A primary contact phone number and email address are required.
- State License
- DEA Certificate or HIN Number (Name and address on license must match application)
- 340B Drug Pricing Program number (applies to Thyrogen only)
- Tax Exemption status and State Tax Exemption or Resale Certificate

## Customer partner set up in our system:

Each customer is set up with a Ship To, Sold To, Bill To and Payer account (see definitions below). Please provide a Name and Address for the respective accounts on Page 2 of the New Customer Application. The Supplemental Address Form on Page 5 should be used for additional Ship To addresses as needed.

- ***Ship To: The address of the facility where we ship the product.***
- ***Sold To: The address of the facility which places an order for the product (typically the same as the Ship To name and address).***
- ***Bill To: The address where we will send invoices for the product shipped.***
- ***Payer: The address of the facility that pays for the invoice (the "Credit Applicant").***

## Your next step:

Please complete the New Customer Application and send it, along with the other documents mentioned above, to us via email: TradeDataManagement@sanofi.com.

Thank you for choosing Sanofi U.S. If you have any questions about the steps necessary to apply for a new customer account, please contact your sales representative or simply call 1-800-372-6634 to speak with a customer support representative.

# New Customer Application

Please email completed form and licenses to: TradeDataManagement@sanofi.com

***ALL requested information must relate to the customer and/or facility, and not a Sanofi representative. ****

## Ship to Information

The address of the facility where we ship the product.

Facility Name _____

Physician Name, if applicable _____

Address _____

Suite _____

City _____

State _____

Zip _____

Purchasing Contact _____

Phone _____

Fax _____

Purchasing Email _____

DEA #, HIN# or 340b ID#: _____

DEA Expiration Date _____

State License #, **Copy required** _____

GLN # (Global Location Number) _____

## Bill to Information

The address where we send invoices for the product

Facility Name _____

Physician Name, if applicable _____

Address _____

Suite _____

City _____

State _____

Zip _____

Billing Contact _____

Phone _____

Fax _____

Accounts Payable Email, Required _____

Email for invoice (if different) _____

Taxable Status, **required** Exempt* ☐ Non-Exempt ☐

**If exempt, an exemption certificate must be provided**

## Sold To Information

The address of the facilities which places order for product

Check below if Sold to Name/Address is the same as

☐ Ship to

If different please complete below

State License #, **Copy required** _____

Facility Name _____

Physician Name, if applicable _____

Address _____

Suite _____

City _____

Zip _____

## Payer Information

The address where we send invoices for the product

D&B# _____

Check below if Payer Name/Address is the same as

Ship ☐ Or Bill ☐

If different please complete below

Facility Name _____

Physician Name, if applicable _____

Address _____

Suite _____

City _____

Zip _____

## Account Information

| Type of Facility | | Legal Status |
|---|---|---|
| ☐ Clinic | ☐ 340B Entity; 340B# | ☐ Public Corporation |
| ☐ Hospital | ☐ Department of Defense | ☐ Private Corporation |
| ☐ Physician | ☐ Veteran Facility (VA) | ☐ Partnership |
| ☐ Long Term Care | ☐ Independent Retail | ☐ Limited Liability Corporation |
| ☐ Specialty Pharmacy | ☐ Chain Retail | ☐ Sole Proprietor |
| ☐ Other (Please describe below) | ☐ Mail Order Pharmacy | ☐ Other (Please describe below) |

## Bank Information

| Bank Name | Your Account Number | Bank Contact Name | Phone or Email |
|---|---|---|---|
| | | | |
| | | | |

## Credit Reference Information (Please provide 3 vendor references)

| Company Name | Your Account Number | Company Contact Name | Phone or Email |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |

## General Business Information

| | | | |
|---|---|---|---|
| Are you willing to share additional financial information with us on a confidential basis? | ☐ No | ☐ Yes | |
| Are there any prior bankruptcies of principal owners and/or businesses? | ☐ No | ☐ Yes | |
| Are there any pending lawsuits against the business? | ☐ No | ☐ Yes | |
| How would you like to receive invoices? | ☐ EDI | ☐ Email | ☐ Paper |
| How will you be paying for shipments? | ☐ EFT | ☐ Check | ☐ Credit Card |
| If you are part of a healthcare system, please indicate the name: | | | |

| **What products are you interested in purchasing?** | | | | |
|---|---|---|---|---|
| **Anticipated Monthly Purchase Volume** | ☐ $25,000 | ☐ $50,000 | ☐ $100,000 | ☐ Over $100,000 |

## Terms and Conditions Agreement

Your signature below indicates you are an owner, officer, or authorized buyer of Applicant and Applicant fully accepts the Terms and Conditions of becoming a direct purchasing customer of Sanofi U.S. products.

## Form of Verification of Accuracy of Information and Authorizing Credit Check

The undersigned, on behalf of and authorized by the Applicant, hereby certifies the foregoing information, including references and all other documents submitted herewith, are true and accurate in every respect. The foregoing information is being provided in order to allow Sanofi U.S. to determine if the Applicant will be granted credit and will be relied on by The Company in making its credit decision. The undersigned further agrees to notify The Company immediately upon receipt of information that any of the foregoing is not completely accurate. The undersigned further authorizes The Company to gather and use, from time to time without the undersigned's knowledge, any and all financial and/or credit information relating to the Applicant that can be obtained from any source whatsoever. In connection therewith, the undersigned hereby authorizes any and all Bank and Trade references listed above to release to The Company such information as The Company may request in connection with its investigation of the credit worthiness of the Applicant.

| | |
|---|---|
| _____ | _____ |
| Print Name | Title |
| _____ | _____ |
| Authorized Signature | Date |

NOTE: Form must be signed by the prospective customer, not by a Sanofi representative.

# Supplemental Address Form*

*Use this form for additional Ship to locations

Please email completed form and licenses to: TradeDataManagement@sanofi.com

***ALL requested information must relate to the customer and/or facility, and not a Sanofi representative. ****

## Existing Account Information:

Sold to/Ship to Account Number: _____

Primary contact name, phone number and email are required

### Ship to Information

The address facility where we ship the product.

Facility Name _____

Physician Name, if applicable _____

Address _____

Suite _____

City _____

State _____

Zip _____

Purchasing Contact _____

Phone _____

Fax _____

Accounts Payable Email _____

Email for invoice (if different) _____

DEA # or HIN # 340b ID: _____

DEA Expiration Date _____

State License #, **Copy required** _____

GLN # (Global Location Number) _____

### Ship to Information

The address facility where we ship the product.

Facility Name _____

Physician Name, if applicable _____

Address _____

Suite _____

City _____

State _____

Zip _____

Purchasing Contact _____

Phone _____

Fax _____

Accounts Payable Email _____

Email for invoice (if different) _____

DEA # or HIN # 340 ID: _____

DEA Expiration Date _____

State License #, **Copy required** _____

GLN # (Global Location Number) _____

Tax Exempt Status, required check one: ☐ Exempt ☐ Non-exempt

****STATE TAX EXEMPT CUSTOMERS PLEASE ATTACH A COPY OF TAX EXEMPT OR RESALE CERTIFICATE.**

Note: If an account has more than one Ship to location, please submit a copy of the respective DEA certificate (if applicable) or HIN # for all additional locations. Each active Ship to location must have a unique DEA # or HIN # that matches the Ship to name and address.