Vendor Information

General Business Information:

**National Headquarters:**
Mimeo.com, Inc.
3350 Miac Cv
Memphis, TN 38118

1-800-GO-MIMEO (466-4636)

**Organization Type:** Corporation
**Date of Inc.:** June 1, 1998 in DE
**FEIN:** 13-4012728, W-9 attached
**SIC:** 2759, commercial printing
**FOB:** Shipping point

**SBA Business Size:** Large
**Number of Employees:** 811
**D-U-N-S:** 07-610-2602
**NAICS:** 323111, digital printing

**Standard payment terms:** Net 30

Mimeo is not certified as minority or woman owned.

Payment Options:

**To pay by check:**
Mimeo.com, Inc.
PO Box 654018
Dallas, TX 75265-4018

**To pay by major credit card:**
Call 1-901-566-5464

**To pay by Electronic Funds Transfer:**
Contact ACH@mimeo.com
Citizens Bank, Account# 4009742754
ABA 021313103
Doug Moore
71 South Wacker Drive, 29th Floor
IH 2960 Chicago, IL 60606
Phone: 203-900-6811

Billing and Invoicing:

**Purchase Orders:**
If your organization requires a PO# on invoices to issue payment, please let us know. We can make a purchase order (or other reference information) required for order placed by your company’s users.

**Sales Tax:**
Mimeo collects sales for orders based on the delivery destination. If your organization is exempt from paying sales tax or is a reseller, please fax the state issued exemption or resale certificate and your contact information to 901-566-8951.

**Invoice & Statement Delivery:**
If you prefer to receive your invoices and statements in an electronic (.pdf) format, please send your request to AR@mimeo.com. Be sure to include the contact name and email address of the party that will be receiving the invoices.

For any other Accounts Receivables inquiries, email AR@mimeo.com, call 901-566-5464, or Fax 901-566-8951.