



Griffin Greenhouse Supplies, Inc.
PO Box 36 | 1619 Main Street
Tewksbury, MA 01876-0036
Tel: 800.888.0054

Check Upon Request Authorization Form

Date _____
Griffin Account Number _____
Company Name _____
Contact Name _____
Contact Phone _____

Name on Check _____
Billing Address on Check _____

Name of Financial Institution _____
Routing Number _____
Account Number _____
Check # _____

Frequency of Transaction _____
Starting Date _____
Ending Date _____

Provide Fax or Email for Receipt _____
Fax or Email Address _____

For Personal Checks (Required)

Driver's License State _____
Driver's License Number _____



Please write out your check as normal and tape the check to this form.
Fax or email the completed form to 978-674-5959 or checkuponrequest@griffinmail.com.

To avoid duplicate payment, please do **NOT** mail the original check.
There is a \$25.00 fee if the check is returned.

Any questions or concerns please contact Christine Talbot at 978-513-7037.