

# **Account Self Service FAQs**

## Need an account or an increase?



Apply online for a new account or an increase to an existing account:



#### Scan the QR code above or visit: LowesProSupply.com > Account Application

For assistance with a Job/Rehab, please work with your Project Support Specialist.

• Before a Job/Rehab can be requested, it is a requirement to have an open account.

## **Required Financial Information:**



### Credit limits under \$100K

 Financials not required unless requested by underwriter

(ex. no business info available or info available does not align to requested credit limit)

## Credit limits between \$100k to \$350k

Most recent 1 year of audited financial statements

(balance sheet and income statement)

· And/or verified job funding are required

## Credit limits greater than \$350k

 Most recent 2 years of audited financial statements are required

Note: If audited financials are not available, bank statements and tax documents are acceptable, however may not yield the necessary information required to grant the limit requested.

## Need to make a payment?



IMPORTANT: To re-open your account immediately, payments should be made online.



# Pay online by scanning the QR code above or visit: www.LowesProSupply.com

Login > Quotes, Orders, and Invoices > Click BillTrust at bottom of page > select invoices to pay online.

**Pay over phone:** 866-630-6747

**Overnight Payment:** 

#### **Remit To:**

JP Morgan Chase (TX-1-0029) Attn: Lowe's Pro Supply #301451 14800 Frye Rd. 2nd Floor Ft. Worth, TX 76155

## **Regular Mail Payment:**

#### **Remit To:**

P.O. Box 301451 Dallas, TX 75303-1451

# Need help with a dispute?

Email: Credit@LowesProSupply.com

Credit Support Line: 866-630-6747

## The following information will be required:

- Account name
- Account number
- Invoice number(s) being disputed
- Reason or dispute at line-item level

## Need an invoice copy?



Statements and invoices can be found online at:
www.LowesProSupply.com

Login > Quotes, Orders, and Invoices > Click BillTrust at bottom of page > Click Download Account OR select individual invoices to print/view.

Scan the QR Code or click here to view the instruction video



For additional support, emails can be sent to:

#### **Statement Requests:**

<u>Statementrequest@lowesprosupply.com</u>

#### **Invoice Requests:**

InvoiceRequest@LowesProSupply.com

### Include the following information:

- Account Name
- Account Number
- Statements or Invoice being requested

