



Town of Garner, North Carolina

VENDOR APPLICATION

All companies are encouraged to pursue opportunities with the Town of Garner. The Town Purchasing Office maintains a bid supplier list by commodity. To add your company to this list, please complete and return this vendor application form to the Town of Garner Purchasing Office. This form can be returned by any of the following options:

- 1) Mailing address: P.O. Box 446, Garner, North Carolina 27529
- 2) Fax Number: (919) 662-8874
- 3) Email: mhubbell@ci.garner.nc.us

Registering your company does not guarantee that you will receive notification of bids. Companies are encouraged to contact the Purchasing Office or check our web site for bidding opportunities.

(Please type or print)

Company Name: _____

Contact Name: _____ **Phone Number:** _____

Ship Via: _____

FOB: Destination

Minority Business Enterprise: Yes No

If yes, what type? MBE (*Minority*) WBE (*Woman Owned*) DVE (*Disabled*)

Tax ID Type: Fed SSN **Tax ID Number:** _____

In order to comply with Internal Revenue Service (IRS) standards and to avoid withholdings on future payments, please make sure you return the W-9 with this application.

Purchase Order Address:

(Complete the following information for receiving purchase orders):

Address: _____

City: _____

State: _____ Zip: _____

Contact: _____

Phone #: _____

Fax #: _____

Email: _____

Remittance Address:

(Complete the following information for receiving invoice payments):

Address: _____

City: _____

State: _____ Zip: _____

Contact: _____

Phone #: _____

Fax #: _____

Email: _____

List type of products and/or services your company provides:

