



# VENDOR APPLICATION

Full Company Name: \_\_\_\_\_

Office Address: \_\_\_\_\_ Remittance Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Company Email Address: \_\_\_\_\_

Sales Representative: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Organization:  Manufacturer  Contractor  Retail  Distributor  Other: \_\_\_\_\_

Invoice Terms: \_\_\_\_\_ Method of Delivery: \_\_\_\_\_

Customer Service Contact: \_\_\_\_\_

Please indicate the proper business classification for your company:

- Large  Small  Small-Disadvantaged  Government  Historically Black College
- Labor Surplus Area  Woman Owned  Woman Owned Small-Disadvantaged  University
- Educational  Black Small-Disadvantaged  Black Woman Owned Small-Disadvantaged
- Non-Profit

Products/Services Offered: \_\_\_\_\_

National Companies/Brand Names Represented: \_\_\_\_\_

How Many Years in Business: \_\_\_\_\_ Do You Have a Business License: \_\_\_\_\_

Business References:

Firm Name	Address	City	State	Zip	Phone	Contact
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1. \_\_\_\_\_
2. \_\_\_\_\_

Provide a customer list with your application.  
**IT IS THE POLICY OF THE UNIVERSITY TO MAIL BIDS TO BUSINESSES ONLY, NOT TO THE COMPANY REPRESENTATIVES' HOME ADDRESSES.**

An Affirmative Action/Equal Opportunity Institution  
VA 6/07

Return completed form to : Procurement Services, 301 Sparkman Drive, Huntsville, AL 35899