



# CITY OF TUSKEGEE NEW VENDOR APPLICATION

Use of this form indicates that you wish to become a vendor with the City of Tuskegee. Becoming a vendor means you are in business and have obtained all required licenses to operate in the City of Tuskegee. Purchases require prior approval in the form of a Purchase Order from the Finance Department. More information is on our website: [www.tuskegeealabama.gov](http://www.tuskegeealabama.gov) or contact Mrs. Frankie L. Williams at (334) 720-0547 or by e-mail [fwilliams@tuskegeealabama.gov](mailto:fwilliams@tuskegeealabama.gov). **Form may be emailed** or faxed to (334) 720-0549.

NAME OF COMPANY: \_\_\_\_\_

CONTACT NAME: (Please Print) \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE/FAX \_\_\_\_\_

FEDERAL IDENTIFICATION NO. \_\_\_\_\_

PLEASE LIST SPECIFIC PRODUCTS OR SERVICES. SOME EXAMPLES WOULD BE (1) LARGE GARBAGE TRUCK SALES (2) CPA FIRM, ANNUAL AUDITS (3) RAIN GEAR (4) FULL LINE CONSTRUCTION CONTRACTOR (5) CONTRACTOR/METAL BUILDINGS.

| SERVICE(S) OR PRODUCTS: |  |
|-------------------------|--|
|                         |  |
|                         |  |
|                         |  |
|                         |  |
|                         |  |

**RELATED PARTY TRANSACTIONS:**

Is the Vendor a relative or close friend of any employee of the company?    Yes     No

If Yes, please describe relationship:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Has an IRS W-9 Request for Taxpayer Identification Number Certificate been completed and is it on file with the Finance Department?  
Yes     No

The undersigned certifies that the information contained herein is correct; I understand that misrepresentation may be cause for removal from the vendor file and any other penalties allowed by law. Further, I affirm that this firm has an equal opportunity/affirmative action program and does not discriminate in employment practices because of race, color, creed, sex, age, handicap or religious practice. We will furnish all information required to verify equal employment practices.

SIGNED \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_