

CITY OF ROCKWALL, TEXAS
385 S. GOLIAD ST., ROCKWALL, TX 75087
Ph. 972.771.7700 Fax 972.771.7728

PURCHASING OFFICE
VENDOR INFORMATION

Vendor: _____ Date: _____

Note: Attach current completed Certificate of Insurance (Acord Form) and W-9 Form.

Mark the following categories that best describe the materials, equipment, supplies and/or services provided:

<input type="checkbox"/> Bldg Maintenance	<input type="checkbox"/> Chemicals	<input type="checkbox"/> Computers	<input type="checkbox"/> CAD/Engineering
<input type="checkbox"/> Communication	<input type="checkbox"/> Construction	<input type="checkbox"/> Field Equip	<input type="checkbox"/> Financial
<input type="checkbox"/> Fire	<input type="checkbox"/> Fuel/Lubricants	<input type="checkbox"/> Furniture	<input type="checkbox"/> Heavy Equip
<input type="checkbox"/> Insurance	<input type="checkbox"/> Office Supplies	<input type="checkbox"/> Office Equip	<input type="checkbox"/> Parks/Recreation
<input type="checkbox"/> Police	<input type="checkbox"/> Printing/Binding	<input type="checkbox"/> Professional	<input type="checkbox"/> Safety
<input type="checkbox"/> Sanitary Sewer	<input type="checkbox"/> Streets	<input type="checkbox"/> Tools	<input type="checkbox"/> Transportation
<input type="checkbox"/> Uniforms	<input type="checkbox"/> Vehicles	<input type="checkbox"/> Water	<input type="checkbox"/> Other

Brief description: _____

Check one: Corporation Minority-Owned Partnership Sole Proprietor

No. of Employees: _____ **Years in business:** _____ **State of Incorporation:** _____

Physical Address: _____

Remit To Address _____

Telephone: _____ **Fax:** _____

Sales Representative Name/Telephone: _____

Place an Order/Telephone: _____ **Fax:** _____

Have you conducted business with the City? Yes or No, If yes, please explain: _____

Standard Delivery (if not custom order): _____ number of calendar days from receipt of order.

List Three References (include business name, contact person and telephone):

- 1) _____
- 2) _____
- 3) _____

Signature of person completing form: _____

This form is not an offer or proposed contract regarding the sale of goods or services to The City of Rockwall. The City of Rockwall does not guarantee or in any way imply that any business transactions will result from this form being completed and submitted by a Vendor.