

## VENDOR REGISTRATION FORM

St. Louis Community College invites all interested parties wishing to sell goods and services to the College to complete and return this registration form along with the company's W9 to the Department of Purchasing. Upon receipt of this form, vendor's information will be entered into the College's vendor database for possible notification of future bid opportunities. However, vendors are encouraged to routinely review bid opportunities listed on the College's website at [www.stlcc.edu/purchasing](http://www.stlcc.edu/purchasing).

Name of Individual or Company \_\_\_\_\_

Mailing Address \_\_\_\_\_  
\_\_\_\_\_

E-Mailing Address for all Invitations for Bid or Request for Proposals  
\_\_\_\_\_

Contact Person (s) \_\_\_\_\_

Telephone Number \_\_\_\_\_

Fax Number \_\_\_\_\_

Owner or Chief Executive Officer \_\_\_\_\_

Federal Tax I. D. Number \_\_\_\_\_

Number of Years in Business \_\_\_\_\_

MBE/WBE Certified \_\_\_\_\_

Product and/or Services Offered (fill in completely; attach additional sheets, if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PLEASE RETURN THIS FORM AND YOUR W-9 FORM TO THE PURCHASING DEPARTMENT EITHER AT THE ADDRESS ABOVE, FAX # (314) 539-5409 OR E-MAIL TO [PURCHASING@STLCC.EDU](mailto:PURCHASING@STLCC.EDU).**

Thank you for your interest in serving the needs of St. Louis Community College.