



VAN ZANDT COUNTY

Vendor Information Request Form

Please type or print legibly. A W-9 must be completed to process the application.

Van Zandt County requires a Federal Tax Identification Number or Social Security Number for all vendors doing business with the County. Additionally, the VZC maintains a vendor information database that assists in communicating with its vendors. Completion of the vendor information request form does not guarantee receipt of competitive bid.

You may return this request to the VZC Auditors office, email shay.melton@vanzandtcounty.org or fax to (903) 567-4700

Name of Firm: (Company or Individual- As shown on tax return.)			
Business Name: (If different from above)			
Address: Include City, ST Zip			
EIN # _____		SS# _____ (If an individual)	
Type of Business: <input type="checkbox"/> Corporation <input type="checkbox"/> LLC <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Other			
Telephone Number:		Cell Number:	
Fax Number:		Email Address:	
Website:			
Remit To Address: (If different from above)			
Description of products/services provided to VZC:			
Main Contact Person:		Telephone Number:	
Fax number:		Email address:	
A/P Contact Person:		Telephone Number:	
Fax number:		Email address:	
VAN ZANDT COUNTY OFFICE ONLY			
Vendor Number:		Set-Up by:	
		Date:	

Signature: _____ Title: _____

Print Name: _____ Date: _____