

VENDOR PROFILE WORKSHEET

NOTE: If procurement will exceed \$3500, the Vendor must be registered at WWW.SAM.GOV.

LEGAL BUSINESS NAME _____
DOING BUSINESS AS (DBA) (synonym) _____
ORDERING ADDRESS _____

(NOTE: No PO BOX addresses accepted!)

ORDERING CITY _____
ORDERING STATE _____
ORDERING ZIP CODE _____
FAX # _____
TAX ID ☐ SSN ☐ (check one): _____

PAYMENT ADDRESS _____
(If different from above; PO BOX accepted here)

PAYMENT CITY _____
PAYMENT STATE _____
PAYMENT ZIP CODE _____

VENDOR PHONE NUMBER _____
VENDOR CONTACT PERSON _____

VENDOR TYPE (check one): Commercial-U.S.(c) ☐ Foreign Owned/Based (o) ☐

CONTRACT NUMBER (GSA or FSS if applicable) _____
CONTRACT EXPIRATION DATE _____

BUSINESS TYPE (check one): SMALL ☐ LARGE ☐ OUTSIDE U.S. ☐ OTHER ☐
(Select 'Other' for non-profit or government entity)

SOCIO-ECONOMIC GROUP (check at least one):

- ☐ Women Owned Small Business (160)
- ☐ Woman Owned Large Business (163)
- ☐ Veteran Owned Small Business (162)
- ☐ Veteran Owned Large Business (164)
- ☐ Service Disabled Veteran Owned (167)
- ☐ SBA Certified Small Disadvantaged Business (156)
- ☐ Javits-Wagner-O'Day Act (JWOD)/Ability One agency (157)
- ☐ Historically Black Colleges & Universities/Minority Institutions (166)
- ☐ NONE OF THE ABOVE (161)

DUN & BRADSTREET # (DUNS) _____

DOES VENDOR ACCEPT THE GOVERNMENT VISA PURCHASE CARD? YES ☐ NO ☐