



# County of Monmouth

## PURCHASING DEPARTMENT

SPECIAL SERVICES COMPLEX \* 300 HALLS MILL ROAD \* FREEHOLD, N.J. 07728-1262 \* (732)431-7370 \* FAX (732)431-7379

<input type="checkbox"/> Initial Application <input type="checkbox"/> Revision	<b>BIDDER'S MAILING LIST APPLICATION</b>	Vendor Number
Date Of This Application		Company Name
NJ Business Registration Certificate (BRC) Number		Non-Profit? (Check if yes, and enter ID number.) <input type="checkbox"/>
		Federal Employee ID Number
<b>Mailing Address For Bidding Forms And Purchase Orders</b>		<b>Contact Information</b>
Address 1		Contact Name
Address 2		Telephone Number (Include extension number if applicable.)
City	State	Zip
		Fax Number
Country		E-Mail Address
<b>NAMES OF OFFICERS, MEMBERS OR OWNERS OF CONCERN, PARTNERSHIP, ETC.</b>		
(A) President		(B) Vice President
(C) Secretary		(D) Treasurer
(E) Owners Or Partners		
<b>PERSONS OR CONCERNS AUTHORIZED TO SIGN BIDS AND CONTRACTS IN YOUR NAME (If agent, so specify)</b>		
Name	Official Capacity	Telephone Number
		Fax Number
<b>Please Attach The NIGP Class Items Of Equipment, Supplies, Material And/Or Services On Which You Desire To Bid</b>		
Category (Check the category which applies to the applicant.)		
<input type="checkbox"/> (A) Manufacturer or Producer	<input type="checkbox"/> (B) Wholesaler	<input type="checkbox"/> (C) Retailer
<input type="checkbox"/> (D) Mfg'r's Agent	<input type="checkbox"/> (E) Distributor	<input type="checkbox"/> (F) Service Establishment
I certify that the information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is now debarred or otherwise declared ineligible by any public agency from bidding for furnishing materials, supplies or services to any agency thereof.		
Signature Of Person Authorized To Sign This Application		Name And Title Of Person Signing (Please type or print.)

## GENERAL INFORMATION

Persons or concerns interested in being part of the County of Monmouth vendor's mailing list must file this application with the Purchasing Department by completing the following steps:

1. Please download and complete the Bidder's Mailing List Application, now available in Adobe Acrobat Reader format.
2. Select the NIGP items you are interested in supplying and print the resulting page(s). The supplier must indicate the specific items it can supply and return these lists with the Bidders Application to the Purchasing Department.
3. Mail the completed Bidders Application and attached Items List to the Purchasing Department.

The completion of this application does not guarantee receipt of bids. It is for reference ONLY. Formal Bids (over statutory limit) are advertised and it is the applicant's responsibility to request bid specifications. Further, the signer of this application certifies that the applicant or any person or concern in any connection with the applicant as a principal or officer is not now debarred or otherwise declared ineligible from bidding for materials, supplies or service to any agency thereof.

Please notify the County of Monmouth Purchasing Department immediately of any changes in writing. This includes change of name, address or telephone number, changes in personnel listed on this application, and addition or deletion of items you are interested in providing.