

Accounts Payable Use Only:

Vendor # Assigned

Location # Assigned:

Add

Modify

Inactivate

Legal/Corporate Name :

Business (Payee) Name:

Contact Name:

Contact email:

Business Website Address:

Government Classification:

MBE Status

Yes

No

Vendor Classification - Check One:

Employee

Student

Supplier

EMPLID #

(required if employee or student)

Country (if other than USA):

Address 1:

Address 2:

Address 3:

City:

State:

Zip Code:

Business Phone:

Fax (optional) :

Order from Address (where purchase orders are to be sent):

Check if same as remit to address.