

Phone: (423) 744-2780

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Return Application to:

CITY OF ATHENS  
Purchasing Department  
P.O. Box 849  
Athens, TN 37371-0849



# BIDDER'S MAILING LIST APPLICATION

APPLICANT'S FIRM NAME		DATE OF APPLICATION	
ADDRESS BID FORMS AND PURCHASE ORDERS ARE TO BE MAILED:		PHONE	
		FAX	
TYPE OF BUSINESS (Check One)		ORGANIZATION: (Check One)	
MANUFACTURER <input type="checkbox"/> CONSTRUCTION <input type="checkbox"/> DISTRIBUTOR <input type="checkbox"/> AGENT/REPRESENTATIVE <input type="checkbox"/> OTHER (Specify) <input type="checkbox"/>		INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> CORPORATION <input type="checkbox"/> NON-PROFIT ORGANIZATION <input type="checkbox"/> OTHER (Specify) <input type="checkbox"/>	
BUSINESS CERTIFICATION:			
SMALL BUSINESS ENTERPRISE <input type="checkbox"/> MINORITY BUSINESS ENTERPRISE <input type="checkbox"/> WOMEN OWNED BUSINESS <input type="checkbox"/> CERTIFICATION NUMBER:			
HOW LONG IN PRESENT BUSINESS?		AVERAGE NUMBER OF EMPLOYEES:	AVERAGE ANNUAL SALES
			\$
LIST OTHER CITIES IN TENNESSEE YOU HAVE SOLD TO		APPROXIMATE INVENTORY NORMALLY STOCKED	
		\$	
		Location of nearest warehouse facility:	
		Location of nearest service facility:	
NAMES OF OFFICERS OR OWNERS AND PERSONS AUTHORIZED TO SIGN BIDS AND CONTRACTS			
NAME		TITLE	TELEPHONE NUMBER
LIST CLASSES OF EQUIPMENT, SUPPLIES, MATERIALS AND/OR SERVICES ON WHICH YOU DESIRE TO BID (Brochures and product information sheets may be returned with this application.)			

SIGNATURE OF PERSON AUTHORIZED TO SIGN APPLICATION	NAME (Print or Type)
	TITLE (Print or Type)

I certify that the information supplied herein, including all pages submitted, 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 the City of Athens to bid on furnished materials, supplies, or services for the City or any agency thereof.

NOTE: Failure to respond to three consecutive bid requests may be cause for suspension from bidder's mailing lists. All applications are subject to review and investigation prior to validation for placement on approved bidder's mailing lists.