



# LAWRENCEVILLE

GWINNETT • METRO ATLANTA

## City of Lawrenceville Vendor Registration Form

A completed and signed IRS W-9 form AND the completed registration form must be returned by mail or email to: City of Lawrenceville, Purchasing Dept., PO Box 2200 Lawrenceville, GA 30046 or [purchasing@lawrencevillegaweb.org](mailto:purchasing@lawrencevillegaweb.org)

### Section 1: Vendor General Information

Business Name

Contact Name (Name of Business Contact)

Phone Number

Fax Number

Email for Contact Person

Email for Purchase Orders (Email is the preferred distribution method for Purchase Orders)

Corporate Address:

Address Line 1

Address Line 2

City

State

Zip Code

Remittance Address:

Check here if same as Corporate Address

Address Line 1

Address Line 2

City

State

Zip Code

Primary Goods/Services your Company is interested in providing:

**Section 2: Tax Certifications: Please select and complete the appropriate tax certification.**

**Include a signed copy with this form.**

IRS Form [W-9](#) (U.S. individuals & entities)

Signature:

Printed Name:

Date:

Title: