

BALDWIN COUNTY SHERIFF'S OFFICE  
NEW VENDOR INFORMATION FORM

In order for the Baldwin County Sheriff Office to set your company up in our database as a vendor, please complete the following information as well as the attached W-9 form and fax to the Purchasing department at 251-580-2561.

Company Name: \_\_\_\_\_

Mailing Address for Purchase Orders: \_\_\_\_\_

\_\_\_\_\_

Remittance Address for Payment: \_\_\_\_\_

\_\_\_\_\_

Phone Number with Area Code: \_\_\_\_\_

Fax Number with Area Code: \_\_\_\_\_

Yes, our company will accept purchase orders and we understand that all merchandise must be delivered in full before payment is made.

No, our company will not accept purchase orders. Payment must be made in advance.

Contact Name/Sales Representative: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Thank you

Baldwin County Sheriff's Office  
Purchasing/Finance  
111 4<sup>th</sup> Street  
Bay Minette, Al 36507  
(251) 580-1879