



## PUTNAM COUNTY VENDOR APPLICATION FORM

Businesses interested in being added to the Putnam County vendor list must complete this application and submit it to the General Services Department (contact information below). Please notify the General Services Department immediately of any changes. This includes changes of name, address or telephone numbers, changes in personnel listed on this application, and addition or deletion of items you are interested in providing. A current W-9 must be on file for each vendor. Copies of applicable licenses may be requested. Specific insurance requirements may apply depending upon the services rendered. This form can be downloaded from the website and electronically completed, or printed and completed.

Putnam County General Services Department  
223 Putnam County Blvd.  
East Palatka, FL 32131  
(386) 329-0368 (Office)  
(386) 329-0468 (FAX)  
ann.giesecke@putnam-fl.com

**Date:** \_\_\_\_\_

**Application Type (Check One):**

- New Application \_\_\_\_\_
- Name and/or Address Change \_\_\_\_\_
- Add Commodities \_\_\_\_\_
- Delete Commodities \_\_\_\_\_

**Applicant Information:**

Company (*Vendor*) Name: \_\_\_\_\_

Owner/Manager (*Name and Title*) \_\_\_\_\_

DBA (*If Applicable*): \_\_\_\_\_

Federal I.D. # or Social Security #: \_\_\_\_\_

Business License # \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_ FAX: \_\_\_\_\_

**Mailing Address for Payments (If Different From Above):**

\_\_\_\_\_  
\_\_\_\_\_

**Type of Organization (Check One):**

Individual/Sole Proprietor \_\_\_\_\_  
Partnership \_\_\_\_\_  
Corporation \_\_\_\_\_  
Nonprofit \_\_\_\_\_

Incorporated under the laws of the State of: \_\_\_\_\_

How long in present business \_\_\_\_\_ (Years) \_\_\_\_\_ (Months)

**Please describe the types of goods and/or services you provide.**

---

---

---

**Persons Authorized to Sign Bids, Offers and Contracts:**

Name	Official Capacity	Telephone # (Include area code)

**Persons to Contact on Bids or Quotes:**

Name	Official Capacity	Telephone # (Include area code)

**I hereby certify the information supplied herein is correct:**

\_\_\_\_\_  
Name (Type or Print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title (Type or Print)

## COMMODITY LIST

Please place a checkmark by the items you are interested in supplying.

<input type="checkbox"/>	005	ABRASIVES	<input type="checkbox"/>	205	COMPUTERS, DP & WORD PROC
<input type="checkbox"/>	010	ACOUST, TILE, INSULAT MAT	<input type="checkbox"/>	210	CONCRETE & CORRUGATED MTL
<input type="checkbox"/>	015	COPYING MACHINE SUPPLIES	<input type="checkbox"/>	220	CONTRL, INDICA, RECORD INST
<input type="checkbox"/>	020	AGRICULTURAL EQUIPMENT	<input type="checkbox"/>	225	COOLER, DRINKING WATER
<input type="checkbox"/>	025	AIR COMPRESSORS & ACCES	<input type="checkbox"/>	232	CRAFTS, SPECIALIZED
<input type="checkbox"/>	031	AIR CONDITIONING & HEATING	<input type="checkbox"/>	233	CRAFTS, SPECIALIZED
<input type="checkbox"/>	035	AIRCRAFT EQUIPMENT	<input type="checkbox"/>	240	CUTLERY, DISHES, ETC
<input type="checkbox"/>	040	ANIMALS LIVE	<input type="checkbox"/>	265	DRAPES, CURTAINS, UPHOLSTER
<input type="checkbox"/>	045	APPLICANCES, HOUSEHOLD	<input type="checkbox"/>	270	DRUGS, PHARMAC & BIOLOGY
<input type="checkbox"/>	050	ART EQUIPMENT & SUPPLIES	<input type="checkbox"/>	280	ELECTRICAL CABLES / WIRE NE
<input type="checkbox"/>	052	ART OBJECTS	<input type="checkbox"/>	285	ELECTRICAL EQUIP & SUPPLY
<input type="checkbox"/>	055	AUTO & TRUCK ACCESSORIES	<input type="checkbox"/>	287	ELECTRONIC COMPONENTS
<input type="checkbox"/>	060	AUTO & TRUCK MAINTENANCE ITEMS	<input type="checkbox"/>	290	ENERGY COLLECTING EQUIP
<input type="checkbox"/>	065	AUTO BODIES & ACCESSORIES	<input type="checkbox"/>	295	ELEVATORS
<input type="checkbox"/>	070	AUTO MAJOR TRANSPORTATION	<input type="checkbox"/>	300	EMBOSSING / ENGRAVING
<input type="checkbox"/>	075	AUTO SHOP EQUIPMENT & SUP	<input type="checkbox"/>	305	ENGINEERING EQUIPMENT
<input type="checkbox"/>	080	BADGES ^ OTHER ID EQUIP	<input type="checkbox"/>	310	ENVELOPES, PLAIN, PRINTED
<input type="checkbox"/>	085	BAGS, BAGGING, TIES & EROSION	<input type="checkbox"/>	315	EPOXY BASED FORMULAS
<input type="checkbox"/>	090	BAKERY EQUIPMENT	<input type="checkbox"/>	320	FASTENERS, FASTENING DEVS
<input type="checkbox"/>	092	COPIER	<input type="checkbox"/>	325	FEED, BEDDING VITAMINS
<input type="checkbox"/>	095	BARBER & BEAUTY EQUIPMENT	<input type="checkbox"/>	330	FENCING
<input type="checkbox"/>	100	BARRELS, DRUGS, KEGS, CONT	<input type="checkbox"/>	335	FERTILIZERS AND SOIL CONDTN
<input type="checkbox"/>	103	MECHANICAL ;LFIT SYSTEMS	<input type="checkbox"/>	340	FIRE PROTECTION EQUIP / SUP
<input type="checkbox"/>	105	BEARINGS (EXCEPT WHEEL)	<input type="checkbox"/>	345	FIRST AID & SAFET EQUIP
<input type="checkbox"/>	110	BELTS & BELGIN: CON & ELE	<input type="checkbox"/>	350	FLAGS, POLES, BANNERS & ACC
<input type="checkbox"/>	115	DATA PROCESSING MAINT	<input type="checkbox"/>	365	FLOOR MAINT MACHINE, PARTS
<input type="checkbox"/>	120	BOATS, MOTORS & MARINE SUP	<input type="checkbox"/>	370	FOOD PROC & CAN EQUIPMENT
<input type="checkbox"/>	125	BOOKBINDING AND BK SUPPLY	<input type="checkbox"/>	375	FOODS: FRESH BAKERY
<input type="checkbox"/>	135	BRICKS AND CLAY PRODUCTS	<input type="checkbox"/>	380	FOODS: FRESH DAIRY
<input type="checkbox"/>	140	BROOM, BRUSH & MOP SUPPLIES	<input type="checkbox"/>	385	FOODS: FROZEN
<input type="checkbox"/>	145	BRUSHES (NOT CLASSIFIED)	<input type="checkbox"/>	390	FOODS: PERISHABLE
<input type="checkbox"/>	150	BUILDER'S SUPPLIES	<input type="checkbox"/>	395	FORMS, CONTINUOUS, COMPUTER
<input type="checkbox"/>	155	BUILDING, FABRICATED	<input type="checkbox"/>	400	FOUNDRY CASTINGS, EQUIP
<input type="checkbox"/>	165	CAFETERIA & KITCHEN EQUIP	<input type="checkbox"/>	405	FUEL, OIL, GREASE & LUBRICANT
<input type="checkbox"/>	175	CHEMICAL LAB EQUIP & SUPP	<input type="checkbox"/>	410	FURNITURE, HEALTH CARE
<input type="checkbox"/>	180	CHEMICALS	<input type="checkbox"/>	415	FURNITURE, LAB, SPECIAL
<input type="checkbox"/>	190	CHEMICAL, COMM, BULK	<input type="checkbox"/>	420	FURNITURE, NON-OFFICE
<input type="checkbox"/>	192	CLEANING COMPOSITION / SOLV	<input type="checkbox"/>	425	FURNITURE, OFFICE
<input type="checkbox"/>	193	CLINICAL LAB TESTS	<input type="checkbox"/>	430	WELDING EQUIPMENT
<input type="checkbox"/>	195	CLOCKS	<input type="checkbox"/>	440	GLASS & GLAZING SUPPLY
<input type="checkbox"/>	200	CLOTHING & APPAREL	<input type="checkbox"/>	445	TOOLS, HAND (NOT CLASSED)

## COMMODITY LIST (Cont'd)

___ 450	HARDWARE, AND ALLIED ITEMS	___ 750	ROAD / HIGHWAY MATERIAL
___ 460	HOSE, ALL KINDS	___ 755	ROAD / HIGHWAY EQUIPMENT
___ 485	JANITORIAL SUPPLIES	___ 765	ROAD / HIGHWAY HEAVY EQUIPMENT
___ 490	LABORATORY EQUIPMENT / ACC	___ 770	ROOFING MATERIALS
___ 515	LAWN EQUIPMENT	___ 775	SALT
___ 525	LIBRARY MACHINES / SUPPLIES	___ 780	SCALES & WEIGHTING APPARAT
___ 530	LUGGAGE, BRIEF CASES	___ 785	SCHOOL AND HIGHER EDUCATION
___ 540	LUMBER, WOODS, SIDINGS, ETC	___ 790	SEED, SOD, SOIL AND INOCULANT
___ 545	MACHINERY & HEAVY HARDWARE	___ 800	SHOES AND BOOTS
___ 550	MARKERS, PLAQUES, SIGN, TRAF	___ 803	SOUND SYSTEMS & ACCESSORY
___ 555	MARKING DEVICES	___ 805	SPORTING AND ATHLETIC EQUIPEMENT
___ 560	MATERIAL HANDLING EQUIP	___ 810	SPRAY EQUIPMENT
___ 570	METALS, BARS, PLATES, RODS	___ 830	TANKS
___ 575	MICROFICHE, MICROFILM	___ 832	TAPE
___ 578	MISC PRODUCTS	___ 850	TEXTILES FIBERS HOUSEHOLD
___ 595	NURSERY STOCK & SUPPLIES	___ 855	THEATRICAL EQUIPMENT
___ 600	OFFICE MACHINES & ACCESS	___ 863	TIRES AND TUBES
___ 605	OFFICE MECH AIDS, SMALL	___ 870	VENETIAN BLINDS, ETC
___ 610	OFFICE SUPPLIES, PAP & RIB	___ 880	VISUAL EDUCATION EQUIPMENT
___ 615	OFFICE SUPPLIES	___ 885	WATER TREATING CHEMICALS
___ 620	OFFICE SUPPLY: INKS, LEADS	___ 890	WATER SEWAGE TREATMENT EQ
___ 630	PAINT, COATINGS, WALLPAPER	___ 895	WELDING EQUIPMENT / SUPPLIES
___ 635	PAINTING EQUIPMENT & ACCE	___ 905	AIRCRAFT OPERATIONS
___ 640	PAPER & PLASTIC DISPOSABLE	___ 910	BUILDING MAINTENANCE / REPAIR
___ 645	PAPER	___ 915	COMMUNCIATIONS / MEDIA SERVICES
___ 650	PARK, PLAYGROUND, SWIMMING	___ 920	DP PROCESSING & SOFTWARE
___ 655	PHOTOGRAPHIC EQUIPMENT	___ 924	EDUCATIONAL SERVICES
___ 665	PLASTICS	___ 925	EQUIPMENT MAINT. & REPAIR
___ 670	PLUMBING EQUIPMENT	___ 930	EQUIPMENT RENTAL
___ 673	PIPE FITTINGS & VALVES	___ 932	FINANCIAL SERVICES
___ 675	POISONS: AGRIC AND INDUST	___ 935	HEALTH RELATED SERVICE
___ 680	POLICE EQUIPMENT AND SUPPLIES	___ 945	LIBRARY SERVICES
___ 695	PRINTING & SILK SCREENING	___ 947	MISC. SERVICES
___ 715	PUBLICATIONS / AUDIOVISUAL	___ 952	HUMAN SERVICES
___ 720	PUMPS AND ACCESSORIES	___ 955	PUBLIC WORKS & RELATED SERVICES
___ 725	RADIO AND TELECOMMUNICATION	___ 958	REAL PROPERTY RENTAL & LEASE
___ 730	TELEVISION EQUIPMENT	___ 960	GROUNDS AND PARK SERVICES
___ 735	RAGS, SHOP TOWELS, WIPING	___ 964	PERSONNEL TEMPORARY
___ 740	REFRIGERATION EQUIPMENT	___ 965	SECURITY, FIRE & SAFETY SERVICES
___ 745	ROAD AND HIGHWAY MATERIAL	___ 970	SHIPPING AND HANDLING