

Egg Harbor Township School District
VENDOR REGISTRATION FORM



ALL VENDORS DOING BUSINESS WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT ARE REQUIRED TO PROVIDE THE FOLLOWING:

- **W-9 FORM** - REQUIRED FROM EVERY VENDOR DOING BUSINESS WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT
- **NJ BUSINESS REGISTRATION CERTIFICATE** - REQUIRED FOR VENDORS DOING \$6,000 OR MORE IN BUSINESS PER YEAR WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT
- **POLITICAL CONTRIBUTION DISCLOSURE FORM C.271 (PAY TO PLAY)** - REQUIRED FOR VENDORS DOING \$17,500 OR MORE IN BUSINESS PER YEAR WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT
- **AFFIRMATIVE ACTION FORM AA302** - REQUIRED FOR VENDORS DOING \$40,000 OR MORE IN BUSINESS PER YEAR WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT

BUSINESS NAME

DOING BUSINESS AS

TAX ID#

CONTACT NAME

CONTACT TITLE

ADDRESS

CITY

STATE

ZIP

BUSINESS PHONE #

FAX #

WEBSITE

THE FOLLOWING DOCUMENT(S) WILL BE SUBMITTED ALONG WITH MY VENDOR REGISTRATION FORM:

- _____ [W-9 FORM](#) (REQUIRED FROM EVERY VENDOR DOING BUSINESS WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT)
- _____ [NJ BUSINESS REGISTRATION CERTIFICATE](#) (REQUIRED FOR VENDORS DOING \$6,000 OR MORE IN BUSINESS PER YEAR WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT)
- _____ [POLITICAL CONTRIBUTION DISCLOSURE FORM C.271](#) (REQUIRED FOR VENDORS DOING \$17,500 OR MORE IN BUSINESS PER YEAR WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT)
- _____ [AFFIRMATIVE ACTION FORM AA302](#) (REQUIRED FOR VENDORS DOING \$40,000 OR MORE IN BUSINESS PER YEAR WITH EGG HARBOR TOWNSHIP SCHOOL DISTRICT)

PLEASE SAVE THE COMPLETED FORM TO YOUR COMPUTER AND THEN SEND AS AN ATTACHMENT TO: ACCOUNTING@EHT.K12.NJ.US WITH THE WORDS "**VENDOR FORMS**" IN THE SUBJECT LINE OF THE EMAIL.

WHEN ALL OF YOUR INFORMATION IS RECEIVED, YOUR APPLICATION WILL BE PROCESSED. IF YOU HAVE ANY QUESTIONS, PLEASE CALL ME AT (609) 646-7911 x1050

THANK YOU FOR DOING BUSINESS WITH EGG HARBOR TOWNSHIP SCHOOLS!

Nicole Barr

Nicole Barr
Accounts Payable
Egg Harbor Township Schools