

## VENDOR REGISTRATION INFORMATION MADISON COUNTY, VIRGINIA

Please complete the following check lists, and return these pages to the Office of the County Administrator (P.O. Box 705, Madison, VA, 22727) ([mcadmin@madisonco.virginia.gov](mailto:mcadmin@madisonco.virginia.gov)) or FAX to 540-948-3843. This information will complete your registration in our vendor database.

Vendor Federal Employer Identification Number (FEIN)	OR	Social Security Number	
Duns Number			
Vendor Name			
<b>Address to which purchase orders should be mailed.</b>			
Phone Number			
FAX Number			
E-Mail			
Web Site Address			
Contact Person			
<b>Address to which the County should mail payments.</b>			
Phone Number			
FAX Number			
E-Mail			
Contact Person			
The County uses a Visa <b>Card</b> for small transactions under \$2,500. Does your firm accept Visa? <input type="checkbox"/> yes <input type="checkbox"/> no			
<b>Socioeconomic Programs</b>			
The County seeks to maximize its purchases from Virginia Certified Minority Business Enterprises (MBEs) and certified small businesses (SB). Please assist us in determining if your firm is small by Federal Government, and/or Virginia standards by filling-in the following information			
Is your firm: Small Business? Yes___ No___	Small Women-Owned Business? Yes___ No___	Has the Federal Government certified your firm as a Small Disadvantaged Business? Yes___ No___	Has the Federal Government certified your firm as a HUB- Zone Business? Yes___ No___
<b>Please indicate which size classification best describes your firm</b>			
<u>Average Annual Receipts over the past 3 years:</u>		<u>Number of Employees:</u>	
<input type="checkbox"/> under \$500,000	<input type="checkbox"/> \$500,000 to \$1 million	<input type="checkbox"/> 25 - 50	<input type="checkbox"/> 50 - 100
<input type="checkbox"/> under \$1 million	<input type="checkbox"/> \$1 million - 2 million	<input type="checkbox"/> 100 - 500	<input type="checkbox"/> 100 - 500
<input type="checkbox"/> \$2 million - \$5 million	<input type="checkbox"/> \$5 million - \$10 million	<input type="checkbox"/> 500 - 750	<input type="checkbox"/> 750 - 1000
<input type="checkbox"/> \$10 million - \$12 million	<input type="checkbox"/> \$12 million - \$18 million	<input type="checkbox"/> over 1000 employees	
<input type="checkbox"/> \$18 million - \$20 million	<input type="checkbox"/> over \$20 million		
Has the Commonwealth of Virginia Department of Transportation certified your firm as a Minority Business Enterprise? Yes___ No___ - Certification Number _____			
Majority Ownership (at least 51% owned and controlled)			
<input type="checkbox"/> African American	<input type="checkbox"/> Asian	<input type="checkbox"/> Woman	<input type="checkbox"/> None of the Above
<input type="checkbox"/> American Indian	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Disabled, Physically or Mentally	
Sheltered Workshop Certification: Is your business certified by the Commonwealth of Virginia as a Sheltered Workshop? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Please select from the categories below, the category that best describes the classification of business in which your firm is primarily engaged in its contracts:

<input type="checkbox"/> <b>Division A - Agriculture</b>  <input type="checkbox"/> <b>Division B - Mining</b>  <b>Division C - Construction</b> <input type="checkbox"/> Building Construction <input type="checkbox"/> Heavy Construction other than buildings <input type="checkbox"/> Construction Trade Contractor (plumbing, HVAC, electrical, flooring, etc.) <b>Division D - Manufacturing</b> <input type="checkbox"/> Lumber <input type="checkbox"/> Furniture <input type="checkbox"/> Paper <input type="checkbox"/> Printing <input type="checkbox"/> Chemicals - industrial gases <input type="checkbox"/> Chemicals - pharmaceuticals <input type="checkbox"/> Chemicals - other <input type="checkbox"/> Petroleum - refining <input type="checkbox"/> Petroleum rubber - tires and tubes <input type="checkbox"/> Rubber - other <input type="checkbox"/> Leather <input type="checkbox"/> Stone, clay, glass, concrete <input type="checkbox"/> Glass, flat <input type="checkbox"/> Primary metals - steel <input type="checkbox"/> Primary metals - other <input type="checkbox"/> Fabricated metal products - cans <input type="checkbox"/> Fabricated metal products - other <input type="checkbox"/> Industrial and commercial equipment (other than computers) <input type="checkbox"/> Manufacturer of Computers <input type="checkbox"/> Industrial and commercial equipment - motors and generators <input type="checkbox"/> Industrial and commercial equipment - refrigerators and freezers	<input type="checkbox"/> Industrial and commercial equipment - telephones <input type="checkbox"/> Industrial and commercial equipment - batteries <input type="checkbox"/> Manufacturer of Measuring, analyzing, and controlling instruments; photographic, optical, and clocks <b>Division E - Transportation, Communications Electric, Gas And Sanitation Services</b> <input type="checkbox"/> Motor freight transportation <input type="checkbox"/> Transportation by air <input type="checkbox"/> Transportation services - travel agencies <input type="checkbox"/> Transportation services - tour operator <input type="checkbox"/> Transportation services - other <input type="checkbox"/> Communications - telephone <input type="checkbox"/> Communications - other  <b>Division F - Wholesale Trade</b> <input type="checkbox"/> Wholesale - durable and non-durable <input type="checkbox"/> Food <b>Division G - Retail Trade</b> <input type="checkbox"/> Building materials & hardware <input type="checkbox"/> General merchandise - department store <input type="checkbox"/> General merchandise - variety store <input type="checkbox"/> General merchandise - misc. <input type="checkbox"/> Food <input type="checkbox"/> Automotive - used vehicles <input type="checkbox"/> Automotive - new vehicles <input type="checkbox"/> Gas station <input type="checkbox"/> Apparel and accessories <input type="checkbox"/> Eating and drinking miscellaneous	<input type="checkbox"/> <b>Division H - Finance</b>  <b>Division I - Services</b> <input type="checkbox"/> Hotels <input type="checkbox"/> Business services - computer programming <input type="checkbox"/> Business services - prepackaged software <input type="checkbox"/> Business services - computer maintenance and repair <input type="checkbox"/> Business services - computer related services <input type="checkbox"/> Management Consulting <input type="checkbox"/> Car and truck rental and leasing <input type="checkbox"/> Business services - Building cleaning <input type="checkbox"/> Business services - other <input type="checkbox"/> Repair services <input type="checkbox"/> Motion pictures <input type="checkbox"/> Amusement and recreation <input type="checkbox"/> Legal <input type="checkbox"/> Educational services <input type="checkbox"/> Social services <input type="checkbox"/> Museum and gallery <input type="checkbox"/> Membership organizations <input type="checkbox"/> Engineering services, accounting, research, management and related <input type="checkbox"/> Engineering services, accounting, research, management and related - marine <input type="checkbox"/> Engineering services, accounting, research, management and related - commercial physical and biological research  <input type="checkbox"/> <b>Division K - Non classifiable establishments</b>
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List the categories of goods and/or services in which your firm is most competitive:


**Signature of authorized representative of firm:** \_\_\_\_\_

If additional space is needed you may attach a continuation sheet. Thank you for your interest in doing business with Madison County, Virginia.