



Thank you for your interest in becoming a vendor with Mapleton Public Schools.

The Mapleton Purchasing function is centralized to serve our District's procurement needs in an efficient and timely manner, providing processes that brings the District the best purchase value and helps ensure purchases are following applicable laws and District policies.

Our business partners are the foundation of our resourceful and responsive community. This supportive network helps us to achieve our mission of guaranteeing all Mapleton students achieve their dreams. We appreciate your partnership.

Any questions regarding this application can be directed to Melodie Mull, Buyer Tech at mullm@mapleton.us or Al Piper, Purchasing/Asset Manager at pipera@mapleton.us.

To become a qualified vendor, please complete the following application and submit here <https://www3.mydocsonline.com/cuploadcustom.aspx?id=Mapleton&f=New+Vendors>

Thanks again for your interest in working with Mapleton Public Schools.



Mapleton Public Schools

Adams County School District No.1

Attn: Purchasing

591 E. 80th Ave.

Denver, CO 80229

(303) 853-1161- Telephone

(303) 853-1156- Fax

VENDOR APPLICATION

COMPANY'S FULL LEGAL NAME _____

STREET ADDRESS _____

MAILING ADDRESS (if different) _____

CITY _____ STATE _____ ZIP CODE _____

PHONE # _____ FAX # _____

WEBSITE _____

FEDERAL ID # or SOCIAL SECURITY # _____

DUN AND BRADSTREET # _____

AUTHORIZED CONTACT PERSON _____

CONTACT EMAIL _____

EMAIL FOR PURCHASE ORDERS _____

CONTACT PHONE # _____

ORGANIZATION TYPE

Association Corporation General Partnership

Sole Proprietor Private Non-profit LLC

Limited Partnership Business Trust

HAS THIS ORGANIZATION TRANSACTED BUSINESS UNDER ANY OTHER NAME? YES NO

IF YES, UNDER WHAT NAME(S) DID THE FIRM TRANSACT BUSINESS?

HAS THE FIRM EVER FILED FOR BANKRUPTCY? YES NO
(If yes, please provide an explanation on a separate sheet)

BONDED AND INSURED YES _____ NO _____

IF YES, NAME OF INSURANCE _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE # _____ FAX # _____

PRIMARY BUSINESS CLASSIFICATION ___ Manufacturing ___ Wholesale
___ Distributor ___ Retail ___ General Contractor
___ Sub-contractor ___ Service ___ Other

PRIMARY PRODUCT OR SERVICE _____

PAYMENTS ARE MADE BY ACH. PLEASE PROVIDE THE FOLLOWING INFORMATION:

BANK NAME: _____

BANK ACH ROUTING NUMBER: _____

BANK ACCOUNT NUMBER: _____

EMAIL FOR BACKUP DOCUMENTS: _____

ACCOUNTS RECEIVABLE CONTACT: _____

ACCOUNTS RECEIVABLE EMAIL: _____

BANK TYPE: CHECKING/SAVINGS

Include a voided check (not a temporary check or deposit slip) or a signed bank letter that includes all information requested in this section.

Provide a completed W9.

REFERENCES: Name_____

Address_____

Tele:_____Fax_____Contact_____

Name_____

Address_____

Tele:_____Fax_____Contact_____

Name_____

Address_____

Tele:_____Fax_____Contact_____

Please sign and submit completed application here:

<https://www3.mydocsonline.com/cuploadcustom.aspx?id=Mapleton&f=New+Vendors>

Printed Name

Signature

Title

Date

Thank you for considering Mapleton Public Schools as a market for your goods and services.



Mapleton Public Schools Debarment Certification

Applicant acknowledges that to the best of their knowledge that their company and principal participants on this contract:

1. Are not debarred, suspended, or otherwise slated for debarment, ineligible and/or excluded from participation on Federal, State and local government contracts, etc.
2. Are not personally nor have been under criminal indictment or civilly charged by a governmental entity (Federal, State and Local Government) for fraud, forgery, falsification, theft, bribery, destruction of records, receiving stolen property and other criminal offenses in the administration of a government contract.
3. Have not been terminated for cause or convenience by a governmental entity in the administration of a government contract (Federal, State or Local).
4. If Mapleton Public Schools determines that the Certificate provided herein is not true, it will be grounds to terminate the contract and pursue other legal remedies.

Applicant's Address

Name & Signature of Applicant

Type or Print Name

Signature Date

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <hr/> <p>2 Business name/disregarded entity name, if different from above</p> <hr/> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <hr/> <p>6 City, state, and ZIP code</p> <hr/> <p>7 List account number(s) here (optional)</p>	<p>Requester's name and address (optional)</p>

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> </table>				
or				
Employer identification number				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> </tr> </table>				

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.