



**SAN JOAQUIN DELTA COLLEGE
PURCHASING/STOCK CONTROL**

5151 Pacific Avenue
Stockton, CA 95207-6370
(209) 954-5065
FAX (209) 954-5601

Dear Vendor:

Thank you for your interest in doing business with the San Joaquin Delta Community College District. In order to collect and report information related to your company, the District is requiring all current and prospective vendors to complete a "Vendor Information Form". In addition, consistent with California Code of Regulations (T5) Section 59500 ff, Education Code Section 71028 and District's Policy, a specific declaration as to your status is required.

Please return your completed "Vendor Information Form" immediately to San Joaquin Delta College, Purchasing Department, 5151 Pacific Avenue, Stockton, CA 95207-6370.

Sincerely,

Maria G. Bernardino

Maria G. Bernardino
Purchasing Officer

Vendor Information

1a. Company Abbreviation

1. Full Company Name _____

2. Order Address _____
Number/Street City State Zip Code + 4

3. Remittance Address _____
(If different) Name
Number/Street City State Zip Code + 4

4. Who negotiates & signs for contractual obligations? Telephone Number:
Name _____ (_____) _____
Title _____ Fax: (_____) _____
Address _____ E-Mail: _____
Web site address _____

5. Company Established Date Established _____
Type: Corporation Proprietorship Partnership Other: _____

6. Contractor's and/or Business License Number _____ Type _____ Issued By _____

7. Business Certification: Minority, Woman Ownership or Disabled Veteran Ownership (Please check only one box.)

a. Is firm minority owned? Yes No

A business enterprise that is at least 51 percent owned by a minority group or groups; or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and whose management and daily business operations are controlled by one or more of those individuals.

b. Is firm woman owned? Yes No

A business enterprise that is at least 51 percent owned by a woman or women; or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and whose management and daily business operations are controlled by one or more of those individuals.

c. Is firm a Disabled Veteran Business Concern? Yes No

A business concern certified by the Office of Small and Minority Business (OSMB) as meeting all of the following: A sole proprietorship owned by a disabled veteran; or a firm or partnership intership, fifty-one (51) percent of the stock or partnership interests of which are owned by one or more disabled veterans. Managed by, and daily business operations are controlled by one or more disabled veterans. A sole proprietorship, corporation, or partnership with its home office located in the United State, which is not a branch or subsidiary of a foreign corporation, firm, or other business.

NOTE: CONTROL means exercising the power to make policy decisions. OPERATE means being actively involved in the day to day management and not merely officers directors.

d. Has firm been certified by federal or state agency, municipality or other organization Yes No

If yes firm certified as Minority Owned Women Owned Disabled Veteran Business Owned

e. Name of certifying organization (please attach a copy of letter or certificate).

8. Federal & State Taxpayer I.D. Numbers Federal: _____ State: _____

If none list taxpayer identification number for tax reporting purpose: _____

9. Listed below are the Products/Services required by San Joaquin Delta College. Please check all those that your Business Provides:

CATEGORY LIST FOR VENDOR INFORMATION FORM

Please check all that apply

Advertisements	Mailing Equip, Supplies & Services
Agriculture Equip & Supplies	Maintenance Equip & Supplies
Appliances	Metals, Sheets, Rods
Art/Drafting Equip & Supplies	Musical Equip, Supplies & Services
Athletic Equip, Supplies & Services	Office/ School Equip, Supplies & Services
Audio Visual Equip, Supplies & Services	Ornamental Horticulture Equip & Supplies
Automotive Equip, Supplies & Services	Packaging/Shipping Equip, Supplies & Services
Auto Electronics & Auto Body	Paint & Supplies
Books Building Materials	Paper & Envelopes
Ceramics	Parking Control Equip & Permits
Culinary Arts Equip & Supplies	Photography Equip, Supplies & Services
Child Care Equip & Supplies	Plumbing Equip & Supplies
Computer Equip, Hardware, Supplies & Services	Police Equip & Supplies
Computer Software Only	Post Academy Equip & Supplies
* Consultants	Printing/Duplicating Equip, Supplies & Services
* Contracts & Services	Printing, Forms
Copiers, Supplies & Services	* Professional Services
Electrical Equip & Supplies	* Public Works
Electronics Equip & Supplies	Refrigeration
Fashion Design Services, Equip & Supplies	Rubber Stamps & Self Inking Stamps
Fax Equip, Supplies & Services	Safety Equip & Supplies
Film & Video	Scientific Equip, Supplies & Services
First Aid Equip & Supplies	Signs
Food Service Equip & Services	Stores
Furniture, Office	Subscription & Publications
Gases, Compressed, Liquefied & Containers	Swimming Pool Equip & Supplies
Grounds Equip & Supplies	Telecomm Equip, Supplies & Services
Hazardous Materials, Equip & Supplies	Theatrical Equip & Supplies
Health Sciences Equip & Supplies	Transportation Equip & Supplies & Services
HVAC Equip & Supplies	Uniforms, Shoes, Boots
HVAC Filters Only	Utility Equip & Supplies
Janitorial Equip, Supplies	Welding Equip & Supplies
Laundry Service	Window Covering
Library Equip & Supplies	Others _____
Locksmith & Security	
Machinery, Hand & Power Tools	

* Specify _____

