



# STEVENS REALTY GROUP

REAL ESTATE • PROPERTY MANAGEMENT • CONTRACTING

## NEW VENDOR APPLICATION

Legal Name:

DBA (Doing Business As):

Vendor Type:  Supplier  Subcontractor  Consultant  Other \_\_\_\_\_

Vendor Address:

Remit to Address:

Type of Business:  Corporation  Partnership  LLC  Sole Proprietor/DBA  Individual

Employer ID#:

Telephone #:

Contact Name:

Email Address:

Vendor Signature:

Title:

Payment Terms:

Discount Terms:

**PLEASE PROVIDE YOUR CERTIFICATE OF INSURANCE AND SIGNED W-9 ALONG WITH THIS APPLICATION. NO PAYMENTS CAN BE PROCESSED WITHOUT THESE DOCUMENTS COMPLETED.**

*Please fax all documents to 845.256.8865 or email [info@stevensrealtygrp.com](mailto:info@stevensrealtygrp.com)*