



SUPPLIER REGISTRATION FORM

Vendors may submit a Supplier Registration form to be added to the University's Master Vendor list (MVL).

Please complete and submit to purchase@uregina.ca

1. GENERAL INFORMATION

Company Name:
Address:
Contact Name:
Contact Number:
Email address:
Number of Years in Business:
Ownership Structure:
(Limited Company, Partnership, Sole Proprietorship)

2. INDUSTRY SELECTION

- Automobile
Agriculture
Building Materials
Chemicals
Consumer Products
Consulting
Construction
Engineering
Forest Products and Paper
Furniture
High Tech and Electronics
Higher Education and Research
Hospitality
Industrial Machinery and Components
Media
Office Equipment and Stationery
Service Provider
Telecommunications
Transportation and Storage
Other:



3. QUALIFICATIONS

Supplier to provide a statement as to their qualifications and provide product and services being offered to the University of Regina.

Five horizontal lines for providing a statement of qualifications and services.

4. SALES SUPPORT

Does your company service the product(s) it sells? [ ] Yes [ ] No

If no, please provide service details. [ ]

5. CUSTOMER REFERENCES

Provide three (3) Company names and contact information of references you have done business with in the past five (5) years.

Table with 4 columns: Company Name, Position/Title, Email, Contact Number. Contains 3 empty rows for data entry.



**6. ADDITIONAL INFORMATION**

What other information is not requested here which you believe the University of Regina should consider in evaluating your company?

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Submitted by: \_\_\_\_\_

(Please print your name and title)

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

(DD/MMM/YYYY)