



Jenks Public Schools
New Vendor Registration Form

Return this form to:
Jenks Public Schools
Business Office
205 East B Street
Jenks, OK. 74037-3900
Fax: 918-298-6601
Finance@jenksps.org

Vendor General Information

Business Name/DBA:
Address:
Remittance Address (if different):
Telephone:
Website:
Email:
FEIN or SSN:
Nature of goods or services being purchased by JPS:
Have you been paid by Jenks Public Schools as an employee or vendor? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, under what name? _____
Will you be performing services on Jenks Public Schools property? <input type="checkbox"/> Yes <input type="checkbox"/> No

Vendor Contact Information/Sales Rep

Contact Person:
Address:
Telephone:
Email:

Date Requested:	Requested By:
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For JPS use only

W9 Received: <input type="checkbox"/> Yes <input type="checkbox"/> No	1099 Vendor: <input type="checkbox"/> Yes <input type="checkbox"/> No	JPS Employee: <input type="checkbox"/> Yes <input type="checkbox"/> No	SPA: <input type="checkbox"/> Yes <input type="checkbox"/> No
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