

## VENDOR NOTIFICATION REQUEST

When the City of Monticello issues a bid or requests for proposal for commodities or services, a courtesy e-mail notice will be provided to companies and firms on the Vendor List. ***Notices will be provided by e-mail only.*** Bid notices and requests for proposals are also published in the “Monticello News” and also posted on the city’s website at [www.cityofmonticello.us](http://www.cityofmonticello.us).

FIRM NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

INFORMATION ABOUT THE COMMODITIES OR SERVICES PROVIDED BY YOUR FIRM:

---

---

---

---

---

---

---

---

Please mail the completed application to:

City of Monticello  
Attn: Vendor Registration  
245 S. Mulberry Street  
Monticello, FL 32344