

# VENDOR REGISTRATION FORM

Ensure to submit a W-9 Form when submitting this form to  
Purchasing@sibfl.net.



City of Sunny Isles Beach  
Purchasing  
18070 Collins Avenue  
Sunny Isles Beach, FL  
Phone: 305-792-1953  
Fax: 305-792-1605  
www.sibfl.net.

**Add New**      **Change**

**Vendor Name:**

**Address:**

**Ensure to Select a Commodity Code below:**  
*(if more than one, specify the codes in your email)*

**Address:**

**City:**

**State:**

**Zip Code:**

**Contact name:**

**Please Check the Appropriate Box:**

**Fax:**

**Individual / Sole Proprietor**

**C Corporation**

**E-Mail Address:**

**S Corporation**

**Partnership**

**Phone:**

**Limited Liability Company**

**Trust / Estate**

**Web Address:**

**Requests for Proposals / Bids:**

**Payment Remittance Address if different from above:**

Formal ITBs and RFPs solicitations are uploaded on DEMANDSTAR. If you would like to be notified on the City's bid postings and have access to download the solicitation and receive notifications, please register with DEMANDSTAR at the link provided below. Selecting below will re-direct you to DEMANDSTAR. We thank you for your interest in doing business with the City of Sunny Isles Beach.

**Address:**

**Address:**

**City:**

**State:**

**Zip Code:**

**Piggyback Contracts**

Has your firm been awarded any government contracts? If yes, please list the contract #'s, the agency, the service provided, and state if the contract is still active.

**Contact:**

**Phone:**

## General Information & Instructions

Persons or businesses interested in being added to the City of Sunny Isles Beach Vendor/Bidders list must complete this form. All sections of the application must be completed. The application is provided as a courtesy only. An active application does not legally entitle a vendor to any particular solicitation, therefore, vendors are encouraged to check the city's Web site at www.sibfl.net for notices of Invitation to Bid (ITB), Request for Proposal (RFP), Request for Qualifications (RFQ). The city will not check addresses or telephone numbers for accuracy if mail is returned by the post office. It is the vendor's responsibility to inform the city of any changes. This includes change of name, address or telephone number, changes in personnel listed in this application, and addition or deletion of items the vendor is interested in providing. Please send any changes to Purchasing@sibfl.net. Vendor shall disclose, any City of Sunny Isles Beach officer or employee, or any relative as defined in Section 112.3135, Florida Statutes, who has material interest in the vendor's business or its parent company.