

GENERAL INSTRUCTIONS

Thank you for your interest in providing goods and services to Denton County Fresh Water Supply District. Please review and complete the enclosed Denton County Fresh Water Supply District Vendor Application and return it to the Finance Department, as indicated herein. To ensure that all vendors are treated fairly, this is the only manner in which a vendor can be added to the vendor mailing list.

Please type or print legibly all information requested below. Failure to furnish all requested information may be cause for rejection of this application. If a question does not apply, so state with "N/A". If space is insufficient, continue on a separate page and precede each answer with the section number and appropriate title.

Do not misstate or omit any material fact(s) as each statement made herein is subject to verification. The applicant is attesting to the accuracy and completeness of the information contained on that page. The applicants are hereby advised that they are seeking the granting of a privilege, and that the burden of proving qualification for a favorable determination is at all times on the applicants. All applicants are advised that this Supplier Application and Disclosure is an official document and misrepresentation or failure to reveal information may be deemed sufficient cause for the refusal or revocation of a license.

Upon receipt of your completed application, we will enter your business into our database of potential sources for future bids and proposals. If at any time there is a change in the information you provided, notify us in writing so that your application can be updated. We will not update or follow up on address changes or any other changes unless you notify us in writing.

Being on the Vendor Mailing List does not guarantee you will be contacted for every bid or proposal issued by Denton County Fresh Water Supply District. You must still review the appropriate trade journals, local newspapers, BidSync's web site, and Denton County Fresh Water Supply District's website at www.dentoncountyfwsd.com for public bid/proposal information.

Proposals submitted become a matter of public record. Information supplied by any respondent to Denton County Fresh Water Supply District is subject to the Texas Government Code, Chapter 552. If a Proposer is submitting non-public information, as defined in the aforementioned Act, then the Proposer is required to submit the non-public information under separate sealed envelope with the markings on the envelope of "**NON-PUBLIC INFORMATION**". After completing their final review of the materials, Denton County Fresh Water Supply District will either return or destroy the non-public information at Denton County Fresh Water Supply District's option.

The following information is voluntary and assists the Denton County Fresh Water Supply District in achieving its goal of providing vendors with equal access to contracting opportunities. Please check the following categories (if any) that applies to your business. Definitions for the categories are on the last page of this application.

- Small Business Enterprise
- Woman-Owned Business: Black/African American Hispanic
 American Indian or Alaskan Native Asian or Pacific Islander
 White/Caucasian
- Minority-Owned Business: Black/African American Hispanic
 American Indian or Alaskan Native Asian or Pacific Islander
 White/Caucasian

If you are a minority or woman-owned business, please indicate if you are a "DBE" qualified through the state of Texas?

Yes No If "Yes" indicate applicable license number: _____

Vendor Application

Legal Business Name: _____

Contact Name: _____ Title: _____

Telephone: _____ Fax: _____

Mobile: _____ E-Mail Address: _____

It is Denton County Fresh Water Supply District 1-A's preference to send solicitation availability notifications via e-mail. If you are including an e-mail address, please be sure that this address is monitored for notifications. Denton County Fresh Water Supply District 1-A will not be responsible for updating e-mail addresses if notifications are returned or rejected.

| Physical Address | Enter address to which purchase orders/contracts are to be mailed, if different than your physical address |
|------------------|--|
| Address: _____ | _____ |
| City: _____ | _____ |
| State: _____ | _____ |
| Zip: _____ | _____ |
| _____ | _____ |

INCORPORATION/ORGANIZATION

Type of Organization: Corporation Partnership Non-Profit Corporation
 Public Individual Sole Proprietorship Limited Liability Co.

If an individual or sole proprietor, enter your SSN or EIN, all others enter your Federal Employer

SIC Code Number(s): _____ Identification (FEIN) number: _____

Years in Business: _____ Gross Receipts/Sales Last Year: \$ _____

Number of Employees: Company-wide _____ in Texas _____

Payment Terms: Net 30 Net 45 Other: List: _____

Do you Give a Discount for Early Payment? Yes No

Are you Certified/Registered with the State of Texas as a TBPC, TxMAS, QISV Vendor? Yes No

In order to place your firm on the correct bid list(s), please describe below as accurately as possible the supplies, equipment, or service(s) your company sells. If you have any questions regarding this form, please call 972-899-4000.

| | | | |
|-------|-------|-------|-------|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

CONTROL PERSONS

List those Control Persons with authority to sign contracts including name, title, and telephone number:

| Name | Title | Telephone |
|------|-------|-----------|
| | | |
| | | |
| | | |

CRIMINAL INVESTIGATIONS

Has the organization, a related business entity, or any control person ever been the subject of a GRAND JURY or CRIMINAL INVESTIGATION?

Yes No If YES, provide complete details on attachment.

INDICTMENTS AND CONVICTIONS

Has the organization, a related business entity, or any control person in any of the preceding ever been INDICTED, CONVICTED, or ARRESTED for any criminal offense?

Yes No If YES, provide complete details on attachment.

CIVIL ACTIONS

Has the organization, a related business entity, or any control person in any of the preceding ever been involved in any civil lawsuit which was predicated in whole or in part upon conduct which allegedly constituted a crime or crimes?

Yes No If YES, provide complete details on attachment.

FINANCIAL ACTIONS

Is the organization, a related business entity, any control person, or any person named herein delinquent on payment(s) or debt(s) owed to a governmental agency or any other creditor or have any of these persons ever been sued for nonpayment of a debt?

Yes No If YES, provide complete details on attachment.

Please return completed form to: Denton County Fresh Water Supply District 1-A
 Attention Accounts Payable
 2540 King Arthur Blvd., Suite 220
 Lewisville, Texas 75056

By signing below, I certify that this document and any attachments contained herein are correct and that neither the applicant nor any person (or entity having any connection with the applicant as principal officer) is now debarred or otherwise declared ineligible by any agency of the County or State government from bidding or furnishing equipment, supplies, and/or services to the Denton County Fresh Water Supply District 1-A or Denton County.

I understand that any misrepresentation may be cause for removal from the qualified vendor list and any other penalties allowed by law. Further I affirm that the undersigned company's employment practices do not discriminate because of age, race, creed, color, sex, national origin, religion, or disability.

 Authorized Signature

 Printed Name

 Date

Definitions

Small Business Enterprise (SBE):

A business which is an independent and continuing enterprise for profit, performing a commercially useful function, having its principal place of business within the state of Texas and is owned and controlled by one or more persons, not affiliated with other businesses, and whose gross revenues do not exceed the criteria consistent with the North American Industry Classification System Codes. Those codes may be found at <http://www.census.gov/naics/2007/index.html>

Minority-Owned Business Enterprise:

A business which is (a) at least 51 percent owned by a racial minority or, in the case of any publicly owned business, at least 51 percent of the stock is owned by a racial minority, and (b) whose management and daily business operations are controlled by the qualifying owner.

Woman-Owned Business Enterprise:

A business which is (a) at least 51 percent owned by a woman or, in the case of any publicly owned business, at least 51 percent of the stock is controlled by the qualifying owner.

Black/African American (Not of Hispanic Origin):

All persons having origins in any of the Black Racial Groups of Africa.

Hispanic:

All persons of Mexican, Puerto Rican, Cuban, Central or South American descent or other Spanish culture or origin, regardless of race.

Asian or Pacific Islanders:

All persons having origins in any of the original peoples of North America, and who maintain tribal identification through tribal affiliation or recognition.

American Indian or Alaskan Native:

All persons having origins in any of the original peoples of North America, and who maintain tribal identification through tribal affiliation or recognition.