

## **Vendor Maintenance Form**

Accounts Payable Office

Send form directly to the Accounts Payable Office Phone: 541-737-4262 Fax: 541-737-0641

☐ New ☐ Address Change ☐ Additional Address	Requested By:  Department:  Extension:	
Banner Vendor Number	Date	ə:
Vendor Name:	First	Middle Name
Vendor Product/Service:		
Vendor Type	Please Check All Applicable Boxes	
Non-Resident Alien OSU Employee OSU Student Incorporated Partnership Sole Proprietorship Independent Contractor	Women Business Enterprise Federal agency State of Oregon Historically Black & Minority Inst. Qualified Rehabilitation Facility Foreign Country	Small Business Minority Owned Disadvantaged Business Local Government Non-Profit None of the Above
Vendor Order Address	Vendor Payment Address	
Street/IPO Box Second Line	Street/PO Box	
Second Line	Second Line	
City State/ZIP	City	State/ZIP
1-( ) — Toll-Free#	1-( ) — Toll-Free#	
1-( ) — Phone	1-( ) — Phone	
1-( ) — Fax	Business EMAIL http://	
	URL	
Federal I. D. Number (If company or corporation, must match I.R.S. registered business name.)		
SSN-Individual/ISole Proprietor		