

Marshall County Engineering
424 Blount Avenue Suite 305
Guntersville, AL 35976
Telephone (256) 571-7712 Fax (256) 571-7713

Request To Be Placed On Vendor's Bid List For Marshall County, AL

If you wish for your Company to be added to the vendor's bid list, please complete the information below, and return this form to our office, either by mail or fax.

Bid invitations will be sent to your Company by our office as directed below. If you are a sales representative and wish for bids to be sent to your home, then please list **your home mailing address** below, and note that bids are to be mailed to that address. Thank you.

Contact Person: _____

Company Name: _____

Physical Address: _____

Mailing Address: _____
(if different from above) _____

Telephone Number: _____

Fax Number: _____

Cell Number: _____

Email Address: _____

List **specifically** the item(s) that you are requesting to receive bid invitation(s) –
(i.e., backhoe, tractor, motor grader, etc.) **If additional space is required, please send attachment.**

It is the sole responsibility of the Vendor to keep the County informed of changes in address or change in the contact person. If a person or firm desires to make any changes, a letter requesting the changes must be signed by an individual authorized to sign official documents. Incidental correspondence and bids received with different addresses or signatures will not be considered as a request for change, unless accompanied by the letter referenced above.

I also understand that failure to respond to three (3) bid invitations may result in the removal of my Company from the vendor's bid list.

Signature

Date