

**WAYNE COUNTY SCHOOL DISTRICT  
VENDOR REQUEST FORMS**

**NOTICE: MISSISSIPPI LAW PROHIBITS SCHOOL DISTRICT EMPLOYEES FROM HAVING DIRECT OR INDIRECT INTEREST INDIVIDUALLY IN ANY CONTRACT FOR SERVICES FOR THE DISTRICT.**

**PROPOSED VENDOR DATA**

**NAME** \_\_\_\_\_

**MAILING ADDRESS** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SOCIAL SECURITY# or  
FEDERAL IDENTIFICATION # (REQUIRED FOR IRS REPORTING PURPOSES)** \_\_\_\_\_

**TELEPHONE #** \_\_\_\_\_

**FAX #** \_\_\_\_\_  
**EMAIL ADDRESS** \_\_\_\_\_  
**CONTACT PERSON** \_\_\_\_\_

**TYPE OF PRODUCTS  
OR SERVICES** \_\_\_\_\_

**IS THIS VENDOR IN ANY WAY RELATED TO ANY EMPLOYEE OF THE WAYNE COUNTY  
SCHOOL DISTRICT? YES \_\_\_\_\_ NO \_\_\_\_\_**

**IF SO, NAME THE DISTRICT EMPLOYEE AND THE RELATIONSHIP**  
**EMPLOYEE** \_\_\_\_\_  
**RELATIONSHIP** \_\_\_\_\_

**PRINCIPAL'S APPROVAL** \_\_\_\_\_  
SIGNATURE AND DATE

**BUSINESS MANAGER'S APPROVAL** \_\_\_\_\_  
SIGNATURE AND DATE

**SUPERINTENDENT'S APPROVAL** \_\_\_\_\_  
SIGNATURE AND DATE