



Local Vendor Registration Form

The Town of Winterville enjoys a good relationship with the local businesses in our community. In an effort to encourage and support the award of contracts to local vendors and suppliers, we are now offering bidding preference to local vendors and suppliers who maintain an office in Pitt County within a non-residential zoning district. In order to become an active local vendor or supplier and provide goods and services to the Town of Winterville, this form must be completed and returned. This information is required for the Town's ability to contact you with future bid notices. Vendors and suppliers on the list will be notified when the Town solicits bids for goods and services in an amount less than \$30,000. If the vendor or suppliers bid is within 5% of the lowest bid received from a non-qualified vendor or supplier, they will have the opportunity to match the lower bid amount and be awarded the contract. Contracts will only be awarded to vendors and suppliers who are determined to be reliable and responsible, considering quality, performance, and time.

If we do not receive this form back, we will assume that you do not desire to continue inclusion on the Town of Winterville's local vendor and bidder's list.

Name: _____

Address: _____

Phone/Fax: _____

Email: _____

Type of Business: _____

If you have any questions about this form, please contact the Town of Winterville Purchasing Division by phone at 252-756-2221 or by fax at 252-321-8455.