

**PROCUREMENT USE ONLY**

<b>BUSINESS VENDOR REGISTRATION FORM</b>
<p><b>Email this form along with W-9 to:</b></p> <p><b>University of Central Arkansas -Procurement Department</b>  <b>201 Donaghey Avenue, Wingo Hall 113</b>  <b>Conway, AR 72035</b>  <b>Phone: 501-450-3173</b>  <b>Email: <a href="mailto:vendorforms@uca.edu">vendorforms@uca.edu</a></b></p>

Procurement Review (initial/date)	
Notes (Date/Comment)	
Procurement Approval (initial/date)	
Vendor Number	

**Business Contact Person:** \_\_\_\_\_ **Contact Phone:** (\_\_\_\_) \_\_\_\_\_

**Legal Business Name:** \_\_\_\_\_ **Business Phone#:** \_\_\_\_\_

**Doing Business As (DBA) (if applicable):** \_\_\_\_\_

**SECTION "A" VENDOR MAILING ADDRESS (Required)**

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Zip Code:** \_\_\_\_\_ **Country:** \_\_\_\_\_ **Foreign Zip Code:** \_\_\_\_\_

**Fax Number:** (\_\_\_\_) \_\_\_\_\_ **Company Web Address:** \_\_\_\_\_

**Email Address (If none, enter "N/A"):** \_\_\_\_\_

**Section "B" VENDOR REMITTANCE ADDRESS (Required)**

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Zip Code:** \_\_\_\_\_ **Country:** \_\_\_\_\_ **Foreign Zip Code:** \_\_\_\_\_

**Section "C" BUSINESS CLASSIFICATION (SELECT ALL THAT APPLY)**

- |  |   |
|--|---|
| American Indian (AI)___<br>Asian (AS)___<br>Attorney (AT)___<br>Black American (BL)___<br>Corporation (CO)___<br>Company (CP)___<br>Employee Owned (EO)___<br>Foreign (FO)___<br>Hispanic American (HS)___<br>Incorporated (IC)___<br>Limited Liability Corporation (LLC)___ | Limited Partnership (LP)___<br>Medical (MD)___<br>Minority Owned (MN)___<br>Nonprofit (NP)___<br>Partnership (PA)___<br>Pacific Islander (PI)___<br>State Agency (SA)___<br>Sole Proprietor (SP)___<br>Veteran Owned (VO)___<br>Women Owned (WO)___ |
|--|---|

**Must Answer:**

1. Is the business owner(s) a current University of Central Arkansas student(s)? **Yes** \_\_\_ **No** \_\_\_
2. Is the business owner(s) a past or current University of Central Arkansas employee? **Yes** \_\_\_ **No** \_\_\_

*If yes*, complete the remainder of this section.

**Name & Department:** \_\_\_\_\_

3. **Nepotism:** Do you have any relatives employed by the University of Central Arkansas? **Yes** \_\_\_ **No** \_\_\_  
*If yes*, complete the remainder of this section. (This question is being asked for the sole purpose of ensuring compliance with any applicable law or policy concerning nepotism).

**Name, Relation & Department:** \_\_\_\_\_



### COMBINED CERTIFICATIONS FOR CONTRACTING WITH THE STATE OF ARKANSAS

Pursuant to Arkansas law, a vendor must certify as specified below and as designated by the applicable laws.

1. **Israel Boycott Restriction:** For contracts valued at \$1,000 or greater.  
A public entity shall not contract with a person or company (the "Contractor") unless the Contractor certifies in writing that the Contractor is not currently engaged in a boycott of Israel. If at any time after signing this certification the Contractor decides to boycott Israel, the Contractor must notify the contracting public entity in writing. See Arkansas Code Annotated § 25-1-503.
2. **Illegal Immigrant Restriction:** For contracts valued at \$25,000 or greater.  
No state agency may contract for services with a Contractor who employs or contracts with an illegal immigrant. The Contractor shall certify that it does not employ, or contract with, illegal immigrants. See Arkansas Code Annotated § 19-11-105.
3. **Energy, Fossil Fuel, Firearms, and Ammunition Industries Boycott Restriction:** For contracts valued at \$75,000 or greater.  
A public entity shall not contract unless the contract includes a written certification that the Contractor is not currently engaged in and agrees not to engage in, a boycott of an Energy, Fossil Fuel, Firearms, or Ammunition Industry for the duration of the contract. See Arkansas Code Annotated § 25-1-1102.
4. **Scrutinized Company Restriction:** Required with bid or proposal submission.  
A state agency shall not contract with a Scrutinized Company or a company that employs a Scrutinized Company as a subcontractor. A Scrutinized Company is a company owned in whole or with a majority ownership by the government of the People's Republic of China. A state agency shall require a company that submits a bid or proposal for a contract to certify that it is not a Scrutinized Company and does not employ a Scrutinized Company as a subcontractor. See Arkansas Code Annotated § 25-1-1203.

By signing this form, the Contractor agrees and certifies they are not a Scrutinized Company and they do not currently and shall not for the aggregate term a resultant contract:

- Boycott Israel.
- Knowingly employ or contract with illegal immigrants.
- Boycott Energy, Fossil Fuel, Firearms, or Ammunition Industries.
- Knowingly employ a Scrutinized Company as a subcontractor.

Contract Number: \_\_\_\_\_ Description: \_\_\_\_\_

Agency Name: University of Central Arkansas

Vendor Number: \_\_\_\_\_ Vendor Name: \_\_\_\_\_

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date