



Otero County Vendor Master Request Form - VRMF

Please submit by FAX: (575) 439-2705 or EMAIL: wrobinson@co.otero.nm.us
Questions on the form? Call (575) 437-7427

Vendor Details & Contact Information: (IRS Form W9 is also required)

Vendor Name: _____

(As shown on your income tax return)

Doing Business As: _____

****The TIN must match the vendor name on file with the IRS to avoid backup withholding.
For individuals this may be your social security number. ****

Federal Tax ID Number _____

OR

Social Security Number _____

Address: _____

City _____ State _____ Zip _____

Phone #: (____) _____ Ext: _____ Fax #: (____) _____

E-mail address: _____

Remit Address (if different than above): _____

City: _____ State: _____ Zip: _____

Remit Phone # (____) _____ Ext: _____ Fax #: (____) _____

Remit E-mail address: _____

Please Specify how you would like to receive Purchase Orders from Otero County:

(Check **ONLY** one of the below)

Email Fax US Postal Mailing Services

Otero County Representative

Date