

# Charlotte-Mecklenburg Schools Vendor Profile

Date Completed: \_\_\_\_\_

## Company Information

<b>Company Name:</b>	<b>Year Business Established:</b>
<b>Company Address:</b>	
<i>Street</i>	<i>City, State</i>
<i>Zip Code</i>	<i>County</i>
<b>Mailing Address: (if different from Company Address above)</b>	
<b>Company Address:</b>	
<i>Street</i>	<i>City, State</i>
<i>Zip Code</i>	<i>County</i>
<b>Company Phone:</b>	<b>Company Fax:</b>
<b>Company Website:</b>	

## Company Classification/Certification:

Please check the classification that best describes your company. If you are classified as a Minority-Owned Business, be sure to also select the best descriptive choice within that category (i.e. African-American, Asian-American, etc.)

Classification	(x) all that apply	Certified? (Y/N)	If yes, please list the certifying agency (i.e., NC HUB Office, Charlotte Business Inclusion, WBENC, or an out of state certification agency)	Certification Expiration Date
<b>Minority-Owned Business</b>				
<i>African American (BBE)</i>				
<i>Asian-American (ABE)</i>				
<i>Hispanic-American (HBE)</i>				
<i>Native American (NBE)</i>				
<b>Women-Owned Business (WBE)</b>				
<b>Small Business Enterprise (SBE)</b>				
<b>Disadvantaged Business Enterprise (DBE)</b>				
<b>Veteran-Owned Business (VBE)</b>				

## Trade/Business Specialty/NAICS Codes

Please describe the products/commodities, specialties, and/or services provided by your company in the space below. Please be as specific as possible in your description(s). **Include all applicable NAICS Codes.** Attach an additional page if more space is needed.

1)
2)
3)
4)
5)
6)
7)
8)

## Architect and Engineering Firms, Construction Firms, Trades and Suppliers Section Only

### Capacity/Interests

Please indicate the capacity at which your firm is interested and capable to provide products and/or services.

\$ Amount	(x) all that apply	Is your company able to provide a bond/proof of insurance for this amount? (Y/N)
\$50,000 and below		
\$50,000 - \$100,000		
\$100,000 - 300,000		
\$300,000 - \$500,000		
\$500,000 to \$1 Million		
\$1 - \$3 Million		
\$3 - \$5 Million		
\$5 Million and above		

## Goods and Services Section Only (not related to construction, architecture/engineering )

### Areas of Interest/Summary of Services Provided

Please complete all fields below to ensure accurate information is entered in our vendor database.

Type of Good/Service (i.e. office supplies, literacy consulting, catering, IT, etc.)	Accept P-Cards (Y/N)?	Is your good/service <u>student-based</u> (provided to students in schools or virtually), <u>staff-based</u> (provided to staff at schools and/or central office in-person or virtually) or <u>both</u> ?

**Company Contacts:** please list all contacts who would like to receive information about upcoming opportunities

Contact Name	Title	Phone	E-mail Address

I understand that by submitting the Vendor Profile, I agree to be entered into the Charlotte-Mecklenburg Schools Office of Diversity & Inclusion database(s) so that I may be contacted regarding upcoming opportunities with CMS. I understand submission does not guarantee work, contracts or payments.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*The information submitted on the Vendor Profile shall be entered into our database(s) so that you may be contacted regarding upcoming opportunities with CMS. Should you have any questions or concerns about the information requested on the form, please contact our office using the contact information below. Should your company information change from the original profile, it is your company's responsibility to submit such changes to CMS so that we may update your company information accordingly. Thank you for your continued interest in working with Charlotte-Mecklenburg Schools.*

**PLEASE REMIT COMPLETED FORM BY E-MAIL TO SUPPLIERDIVERSITY@CMS.K12.NC.US**

Questions may be directed to any of the following team members:

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