

# Ponderosa Property Management Inc.

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Since 1978

CalBRE: 01310251

*We Make Your House A Home*

## VENDOR REGISTRATION FORM

Name or Business Name: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

License #: \_\_\_\_\_ License Classification(s): \_\_\_\_\_

Tax ID or Social Security #: \_\_\_\_\_

Years in Business: \_\_\_\_\_ Number of Employees: \_\_\_\_\_ If you have employees, they must be covered by Worker's Comp and cannot be sub-contractors.

Office Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Mailing Address (if different from office): \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Cell: \_\_\_\_\_ Other: \_\_\_\_\_

Email (work orders are sent via email): \_\_\_\_\_

Website: \_\_\_\_\_

Do you have an RRP or EPA certificate? \_\_\_\_\_ If not, are you willing to obtain one if needed? \_\_\_\_\_

Do you provide free estimates? \_\_\_\_\_ If not, what is your normal charge? \_\_\_\_\_

Do you have a minimum charge or service fee? \_\_\_\_\_ If so, what is it? \_\_\_\_\_

Do you accept credit cards? \_\_\_\_\_ If so, which cards & do you charge an extra fee? \_\_\_\_\_

Are you available for emergencies or after-hours calls? \_\_\_\_\_

What counties or areas do you service? \_\_\_\_\_

What types of jobs or services can you perform? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please provide 2 references and phone numbers:

1) \_\_\_\_\_

2) \_\_\_\_\_