



Seminole County  
Public Schools

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January 24, 2017

Subject: Vendor Application Packet

To Whom It May Concern:

This packet contains the required forms and instructions in order to become a vendor / contractor / subcontractor in Seminole County Public Schools. Please follow the instructions and submit the forms to the appropriate school or department representative requesting your services. They will forward your information to the appropriate Buyer in the Purchasing & Distribution Services Department for approval and processing through the Accounts Payable Department.

1. Vendor Application Form (Interactive PDF)
2. W-9 Form (Interactive PDF) with Instructions
3. Steps to Become a Vendor / Contractor / Sub-Contractor in Seminole County Public Schools.
4. Certificate of Insurance Requirements

If you should have any questions regarding this letter, please do not hesitate to contact me at 407-320-0243. We appreciate your interest in doing business with Seminole County Public Schools.

Sincerely,

Cheryl L. Olson  
Director of Purchasing and Distribution Services

Attachments

