

Lindale ISD

New Vendor Request

Vendor Name _____

Vendor Address _____

Check Remittance Address: *(If Different)*

Vendor Phone # _____

Vendor Fax # _____

Vendor Contact _____

***Department must request a W-9 from a new vendor.** The W-9 form is on our website under Business Office-Vendor Information.

This is an APPROVED VENDOR through: **LINKS ARE ON WEBSITE UNDER THE BUSINESS OFFICE**

_____ Region VII Purchasing Co-op

_____ BuyBoard

_____ Region VIII- TIPS/TAPS Co-op

_____ TX Comptroller

***If NOT an approved vendor**, provide a detailed description as to why you cannot use an approved vendor.
(Note: A less expensive price is not a valid reason.)

Requested by _____ (sign.) Date _____

_____ (print)

For Business Office Use

_____ Verified vendor eligibility

CFO Approval _____

_____ ASCENDER

Vendor number assigned _____

_____ W-9 received

REVISED 9/29/2026