



**LOS ANGELES UNIFIED SCHOOL DISTRICT  
FACILITIES CONSTRUCTION CONTRACTS**

**Vendor Number Application**

If your firm does not have a Contractor Vendor Number with the District, complete this form to obtain one. A Vendor Code is required to obtain Plans and Specifications.

**PLEASE PRINT**

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

**Firm Name:** \_\_\_\_\_ **Federal Tax ID:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Telephone:** (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ **Fax:** (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**License Number:** \_\_\_\_\_ **License Class(es):** \_\_\_\_\_

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

Is your firm certified by a public works agency as **(Please check the appropriate box/es:)**

**Small Business Enterprise** , or **Disabled Veterans Business Enterprise** ?

(Certifying Agency) \_\_\_\_\_

(PLEASE Attach a copy of your Certification from the certifying agency)

When a Vendor Code is assigned, this form will be transmitted to the fax number supplied above.

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**For office use only**

**Date processed:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Vendor Number:** \_\_\_\_\_

**If you have any questions regarding your Vendor Number, please contact the Facilities Construction Contracts office at (213) 207-2300, then press 4 to reach the Prequalification Unit.**

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**Facilities Construction Contracts  
1545 Wilshire Blvd., Suite 100, Los Angeles, CA 90017  
(213) 207-2300, Ext 4 – Fax (213) 483-9643**