



EAST RUTHERFORD PUBLIC SCHOOLS

Office of the Board of Education

100 Uhland Street

East Rutherford, NJ 07073

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www.erboe.net

REQUEST FOR VENDOR INFORMATION

The East Rutherford Board of Education is requesting the following required documents in order to enter your information into our system.

W9

NJ Business Registration Certificate

We are asking you to submit these documents even though you may have submitted them in the past.

W9 forms can be found on the following website: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

NJ Business Registration Certificate application can be found on the following website:

<http://www.state.nj.us/treasury/revenue/gettingregistered.shtml>

To obtain a copy of your NJ Business Registration Certificate you can access the following website:

https://www1.state.nj.us/TYTR_BRC/jsp/BRCLoginJsp.jsp

Political Disclosure Form if applicable for all contracts in excess of \$17,500 you can access the following website for information: <http://www.nj.gov/dca/divisions/dlgs/programs/lpcl.html#12>.

Thank you for your cooperation.

Best Regards,

Lameka Augustin

Business Administrator/Board Secretary

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