



## Vendor Onboarding Checklist

Item	Completed (Y/N)	Date (DD/MM/YYYY)
Submit W-9		
Submit Certificate of Liability Insurance		
Submit Annual Vendor Pricing Guide		
Execute Non-Disclosure Agreement		
Execute Master Vendor Service Agreement		

All documents to be submitted to:

[VENDORONBOARDING@EMERGENCYDISASTERSERVICES.COM](mailto:VENDORONBOARDING@EMERGENCYDISASTERSERVICES.COM)