



**The City University of New York  
CUNY Central Vendor Management Unit  
Vendor Registration Form**

Check one only:

**New Request**

**Update Information**

**Part I: Vendor Information**

1. Legal Business Name:

2. If you use a DBA, please list below:

3. Entity Type (Check one only):

- Individual/Sole Proprietor  
  Partnership  
  Limited Liability Co.  
  Business Corporation  
  Unincorporated Association/Business  
 Federal Government  
  State Government  
  Public Authority  
  Local Government  
  School District  
  Fire District  
  Other \_\_\_\_\_

**Part II: Taxpayer Identification Number (TIN) & Taxpayer Identification Type**

1. Enter your TIN here: **(If your TIN is a SSN, DO NOT email form but mail or fax directly to CUNY VMU)**

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2. Taxpayer Identification Type (check appropriate box):

- Employer ID No. (EIN)  
  Social Security No. (SSN)  
  Individual Taxpayer ID No. (ITIN)  
  N/A (Non-United States Business Entity)

**Part III: Company Address (Main Business Address)**

Number, Street, and Apartment or Suite Number

City, State, and Nine Digit Zip Code or Country

**Part IV: Default Remit-To Address (Complete this section if your remit-to address is different than main business address)**

Number, Street, and Apartment or Suite Number

City, State, and Nine Digit Zip Code or Country

**Part V: Exemption from Backup Withholding and Certification**

For vendors exempt from Backup Withholding, check the box below. Valid explanation required for exemption. See instructions.

**Exempt from Backup Withholding**

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding. Under penalties of perjury, I certify that the number shown on this form is my correct Taxpayer Identification Number (TIN).

**Sign Here:**

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

\_\_\_\_\_ Print Preparer's Name/Title

\_\_\_\_\_ Phone Number

\_\_\_\_\_ Email Address

**Part VI: Contact Information – Individual Authorized to Represent the Vendor**

**For NY State vendor, please provide email address to ensure you will receive invitation to join eSupplier Vendor Self Service.**

Vendor Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Contact's Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Part VII: Sales Representative Contact Information – Individual Manages Sales Functions**

Sales Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Contact's Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Part VIII: New York State Vendor Information**

1. If you already have a New York State Vendor Number, please enter here:

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2. New York State Minority-and Women-Owned Business Enterprise (MWBE) certification status (Check one only):

Minority  Women  Minority and Women

**Part IX: New York City Vendor Information**

1. If you already have a New York City FMS Vendor Number, please enter here:

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2. New York City Minority-and Women-Owned Business Enterprise (MWBE) certification status (Check one only):

Minority  Women  Minority and Women  Other \_\_\_\_\_

**Part X: Commodities/Services**

1. Provide up to five (5) major commodities/services you can provide (See Instructions for a complete list of commodities/services for CUNY).

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Submit form (Page 1 and 2 Only) to  
**CUNY Central Vendor Management Unit**  
By mail to: **230 West 41 Street, 5/Floor, New York, NY10036-7207**  
By fax: **(212) 397-5685**  
Or email to: **cuny.vendor@mail.cuny.edu**

**For CUNY Vendor Management Unit Use Only**

**The City University of New York  
CUNY Central Vendor Management Unit  
Instructions for Completing Vendor Registration Form**

**The City University of New York (CUNY) must obtain your correct Taxpayer Identification Number (TIN) to report income paid to you or your organization. We ask for the information on the Vendor Registration Form to carry out the Internal Revenue laws. Lack of required documentation may delay the issuance of future purchase orders and/or payments.**

**Part I: Vendor Information**

1. **Legal Business Name:** For individuals, enter the name of the person who will do business with CUNY as it appears on the Social Security card or other required Federal tax documents. An organization should enter the name shown on its charter or other legal documents that created the organization. Do not abbreviate names.
2. **DBA (Doing Business As):** Enter your DBA name.
3. **Entity Type:** Mark the Entity Type doing business with CUNY.

**Part II: Taxpayer Identification Number (TIN) and Taxpayer Identification Type**

1. **Taxpayer Identification Number:** Enter your nine-digit Social Security Number (SSN), Individual Taxpayer Identification Number (ITIN) or Employer Identification Number (EIN). To ensure your privacy, **if the form contains a SSN, please DO NOT email form** but mail or fax the form directly to the City University of New York Vendor Management Unit.
2. **Taxpayer Identification Type:** Mark the type of identification number provided.

**Part III: Company Address (Main Business Address):** List the location where your main business is physically located.

**Part IV: Default Remit-To Address:** Complete this section if your remit-to address is different than the main business address in Part III.

**Part V: Exemption from Backup Withholding and Certification**

Generally, reportable payments made by New York State and New York City are subject to Backup Withholding. Exemption from Backup Withholding applies to government and non-United States business entities. Please sign, date, provide the preparer's name/title, telephone and email address. The preparer must be employed by your organization.

**Part VI: Contact Information**

Please provide the contact information for an executive at your organization. **This individual should be a person who makes legal and financial decisions for your organization.** Please provide name, title, telephone and email address. **For New York State vendors, please be sure to provide email address to ensure you will receive invitation to join eSupplier Vendor Self Service.** The State's eSupplier portal allows vendors to manage their address/contact information and search details about their payments.

**Part VII: Sales Representative Contact Information**

Please provide the contact information for a sales representative to work with CUNY procurement. Please provide name, title, telephone and email address.

**Part VIII: New York State Vendor Information**

1. **New York State Vendor Number:** If you already have a New York State Vendor Number, please enter information in the boxes provided.
2. **MWBE:** Check your New York State MWBE certification status as listed on the certification letter from Empire State Development.

**Part IX: New York City Vendor Information**

1. **New York City FMS Vendor Number:** If you already have a New York City FMS Vendor Number, please enter information in the boxes provided.
2. **MWBE:** Check your New York City MWBE certification status provided by New York City Department of Small Business Services. For Emerging Business Enterprise (EBE) and Locally-based Business Enterprise (LBE), please check the "Other" box.

**Part X: Complete List of Commodities/Services for CUNY**

Please enter up to 5 major commodities/services you can provide in the boxes (Page 2 – Part X: Commodities/Services).

**AP - Appliances**

AP-ACCM, AIR CONDITIONERS (COMMERCIAL)  
 AP-CPTR, COMPACTORS (FOOD WASTE)  
 AP-DRYR, DRYERS  
 AP-FRZR, FREEZERS  
 AP-RFRG, REFRIGERATORS

AP-ACRS, AIR CONDITIONERS(RESIDENTIAL)  
 AP-DSWR, DISHWASHERS  
 AP-CKEQ, EQUIPMENT, COOKING  
 AP-IMKR, ICE MAKERS  
 AP-WSHM, WASHING MACHINES

**AT - Athletic**

AT-DVNG, DIVING  
 AT-ICRK, ICE RINK  
 AT-SUPP, SUPPLIES

AT-EQUP, EQUIPMENT  
 AT-SCBA, SCUBA DIVING INSTRUCTION  
 AT-SUEQ, SUPPLIES & EQUIPMENT

**AU - Automobile**

AU-RSEQ, EQUIPMENT, AUTOMOTIVE REPAIR SHOP  
 AU-CPTS, PARTS (REPLACEMENT)  
 AU-CRTL, RENTAL, CAR  
 AU-TREP, REPAIR, TRUCK  
 AU-ASAL, SALES  
 AU-RSSE, SUPPLIES & EQUIPMENT, AUTOMOBILE REPAIR SHOP  
 AU-TWNG, TOWING  
 AU-TKSV, TRUCKING SERVICES  
 AU-CRWS, WASH, CAR

AU-PRKG, PARKING LOT/GARAGE OPERATORS  
 AU-TPTS, PARTS, TRUCK  
 AU-TRTL, RENTAL, TRUCK  
 AU-CREP, REPAIRS, CAR  
 AU-SASV, SALES & SERVICE  
 AU-RSSU, SUPPLIES, AUTOMOTIVE REPAIR SHOP  
 AU-TRLR, TRAILER LEASING  
 AU-VHLS, VEHICLES  
 AU-TKWS, WASH, TRUCK

**AV – Audio Visual**

AV-IDCM, CAMERAS, IDENTIFICATION & I.D.  
 AV-AREQ, EQUIPMENT, ART  
 AV-DREQ, EQUIPMENT, DARKROOM  
 AV-PHEQ, EQUIPMENT, PHOTOGRAPHIC  
 AV-FDEV, FILM DEVELOPING  
 AV-ARMT, MATERIALS, ART  
 AV-PHGR, PHOTOGRAPHERS  
 AV-REPR, REPAIRS  
 AV-VDSL, SALES, VIDEO  
 AV-AUSV, SERVICES, AUDIO  
 AV-SUPP, SUPPLIES  
 AV-MFSE, SUPPLIES & EQUIPMENT, MICROFILMING  
 AV-DRSE, SUPPLIES & EQUIPMENT, DARKROOM  
 AV-ELSU, SUPPLIES, ELECTRONICS  
 AV-PHSU, SUPPLIES, PHOTOGRAPHIC  
 AV-VTEL, VIDEO TELECONFERENCING

AV-EQUP, EQUIPMENT  
 AV-AUEQ, EQUIPMENT, AUDIO  
 AV-MFEQ, EQUIPMENT, MICROFILMING  
 AV-FILM, FILM  
 AV-ARME, MATERIALS AND EQUIPMENT, ART  
 AV-MUSI, MUSIC - BACKGROUND  
 AV-VDRL, RENTAL, VIDEO  
 AV-VDSR, SALES & RENTALS, VIDEO  
 AV-MFSV, SERVICE, MICROFILMING  
 AV-SDVD, SOUND & VIDEO  
 AV-AVSE, SUPPLIES & EQUIPMENT  
 AV-PHSE, SUPPLIES & EQUIPMENT, PHOTOGRAPHIC  
 AV-DRSU, SUPPLIES, DARKROOM  
 AV-MFSU, SUPPLIES, MICROFILMING  
 AV-AUSY, SURVEY, AUDIO

**BG – Buildings & Grounds**

BG-ACTL, ACOUSTICAL CEILING TILE  
 BG-AGNY, AGRICULTURAL NURSERY  
 BG-ALDR, ALUMINUM DOORS  
 BG-FLBT, BALLAST - FLUORESCENT  
 BG-BFXT, BATHROOM FIXTURES  
 BG-BOMF, BOILER MANUFACTURERS  
 BG-BRWK, BRICKWORK  
 BG-CRTY, CARPENTRY  
 BG-CFNC, CHAIN LINK FENCE  
 BG-CYSD, CLAY-SAND MIXTURES FOR TENNIS  
 BG-COAL, COAL  
 BG-DOOR, DOORS  
 BG-EQUP, EQUIPMENT  
 BG-MTEQ, EQUIPMENT MAINTENANCE  
 BG-CREQ, EQUIPMENT, CARPET CLEANING  
 BG-ELEQ, EQUIPMENT, ELECTRICIAN'S  
 BG-MHEQ, EQUIPMENT, MATERIAL HANDLING  
 BG-SFEQ, EQUIPMENT, SAFETY  
 BG-FIEX, FIRE EXTINGUISHERS  
 BG-FLLT, FLASHLIGHTS & LANTERNS  
 BG-FRSW, FLOOR STRIPPING/WAXING  
 BG-GARV, GARBAGE REMOVAL  
 BG-GLSS, GLASS & GLAZING

BG-ACTR, ACOUSTICAL CONTRACTORS  
 BG-ARCP, AIR COMPRESSORS  
 BG-ASTG, ASPHALT TESTING  
 BG-BATH, BATHROOM ACCESSORIES  
 BG-BLTS, BELTS & BELTING  
 BG-BORP, BOILER REPAIRS  
 BG-BURV, BUILDING RENOVATION  
 BG-CRSV, CARPET SERVICE, INSTALL, CLEAN  
 BG-CHNS, CHAINS  
 BG-CTHG, CLOTHING  
 BG-CSTN, CONSTRUCTION  
 BG-ELTN, ELECTRICIAN  
 BG-ENEQ, EQUIPMENT ENGINEERING  
 BG-MYEQ, EQUIPMENT MASONRY  
 BG-CLEQ, EQUIPMENT, CLEANING (JANITORIAL)  
 BG-HTEQ, EQUIPMENT, HEATING PLANT  
 BG-PBEQ, EQUIPMENT, PLUMBING  
 BG-FANS, FANS  
 BG-FIPL, FIREPLACE  
 BG-FRCV, FLOOR COVERINGS, CARPET & TILE  
 BG-FUGS, FUEL OIL & GASOLINE  
 BG-GENS, GENERATORS  
 BG-GLRP, GLASS REPAIR

BG-GMWX, GYMNASIUM FINISHES & WAX  
 BG-LTFX, LIGHTING FIXTURES, FLUORESCENT  
 BG-LCKS, LOCKS  
 BG-MTNC, MAINTENANCE  
 BG-MYCL, MASONRY RESTORATION CLEANING  
 BG-ASMT, MATERIALS, ASPHALTIC  
 BG-MTLO, METAL OBJECTS  
 BG-PLSD, PALLETS AND SKIDS  
 BG-PAVG, PAVING  
 BG-PBGS, PLASTIC BAGS  
 BG-SGNS, REFLECTIVE MATERIALS, SIGN  
 BG-RFCT, ROOF CEMENT & COATING  
 BG-SPTC, SEPTIC SYSTEMS  
 BG-SWCL, SEWER CLEANING  
 BG-BWSW, SNOW BLOWERS  
 BG-STCL, STEAM CLEANING  
 BG-SUPP, SUPPLIES  
 BG-CLSE, SUPPLIES & EQUIPMENT, CLEANING (JANITORIAL)  
 BG-SFSE, SUPPLIES & EQUIPMENT, SAFETY  
 BG-CLSP, SUPPLIES CLEANING (JANITORIAL)  
 BG-MTSP, SUPPLIES, BUILDING MAINTENANCE  
 BG-FISP, SUPPLIES, FIRE SAFETY  
 BG-HTSU, SUPPLIES, HEATING PLANT  
 BG-SFSU, SUPPLIES, SAFETY  
 BG-PTSP, SUPPLIES, PAINT  
 BG-TLEL, TOOLS, ELECTRIC  
 BG-WTCL, WATER TREATMENT & CHEMICAL

**CL – Classroom**

CL-AWRD, CLASS PINS  
 CL-FURN, FURNITURE  
 CL-SUPP, SUPPLIES

**CM – Commodities, Miscellaneous**

CM-BANR, BANNERS  
 CM-EMBL, EMBLEMS/MEDALS  
 CM-HSEQ, EQUIPMENT, HOSPITAL  
 CM-LDDK, LOADING DOCK  
 CM-LUBR, LUBRICANTS  
 CM-PNNS, PENNANTS  
 CM-HSSE, SUPPLIES & EQUIPMENT, HOSPITAL  
 CM-HSSU, SUPPLIES, HOSPITAL  
 CM-VNDG, VENDING  
 CM-WDGD, WINDOW GUARDS  
 CM-WDMF, WINDOW MANUFACTURING  
 CM-WDSH, WINDOW SHADES

**CN – Consultants**

CN-ARST, ARCH.STONE CONSERV.CONSULTANT  
 CN-COMM, COMMUNICATIONS  
 CN-COMP, COMPUTER  
 CN-DRFT, DRAFTING  
 CN-ENGR, ENGINEERING  
 CN-FNCL, FINANCIAL  
 CN-INSR, INSURANCE  
 CN-MGMT, MANAGEMENT  
 CN-NUTR, NUTRITION  
 CN-PRSL, PERSONAL RECRUITMENT  
 CN-SFTY, SAFETY  
 CN-TRNS, TRANSPORTATION

**CO – Copier & Duplication Machines**

CO-ADDG, ADDRESSOGRAPH PLATES & FRAMES  
 CO-COLT, COLLATORS AND ACCESSORIES  
 CO-DPTR, DUPLICATORS  
 CO-BDEQ, EQUIPMENT, BINDING MACHINES  
 CO-BSMS, MACHINES, BUSINESS  
 CO-PSHD, PAPER SHREDDERS  
 CO-SUPP, SUPPLIES  
 CO-BDSU, SUPPLIES, BINDING MACHINES  
 CO-PCSP, SUPPLIES, PHOTOCOPIER

BG-LMPS, LAMPS, ELECTRIC, (ALL)  
 BG-LTEM, LIGHTING UNITS, EMERGENCY  
 BG-LBSU, LUMBER SUPPLIES  
 BG-PBMT, MAINTENANCE, PLUMBING  
 BG-MYST, MASONRY, STONE, MORTAR  
 BG-CSTM, MATERIALS, CONSTRUCTION  
 BG-PTAL, PAINT  
 BG-PASL, PAVEMENT SEALING  
 BG-PSTG, PLASTERING  
 BG-PXGL, PLEXIGLASS (PLASTIC)  
 BG-RSVR, RESERVOIR  
 BG-SALT, SALT/SAND & GRAVEL  
 BG-SWPT, SEWAGE PLANT  
 BG-SWWK, SEWER WORK  
 BG-SOWH, SOLID WASTE HAULING  
 BG-STVE, STOVE  
 BG-SUEQ, SUPPLIES & EQUIPMENT  
 BG-HTSE, SUPPLIES & EQUIPMENT, HEATING PLANT  
 BG-PBSE, SUPPLIES & EQUIPMENT, PLUMBING  
 BG-ACSU, SUPPLIES, AIR CONDITIONING  
 BG-ELSU, SUPPLIES, ELECTRICAL  
 BG-HDSP, SUPPLIES, HARDWARE  
 BG-PBSU, SUPPLIES, PLUMBING  
 BG-SWSP, SUPPLIES, SWIMMING POOL  
 BG-TOIL, TOILETS  
 BG-TLHD, TOOLS, HAND  
 BG-WELD, WELDING

CL-EQUP, EQUIPMENT  
 CL-SCHL, SCHOOL

CM-CALL, CALLIGRAPHY  
 CM-HDEQ, EQUIPMENT, HANDICAP  
 CM-FLGS, FLAGS & BANNERS  
 CM-LOGO, LOGOS  
 CM-CPML, MAILING LIST, COMPUTERIZED  
 CM-HDSE, SUPPLIES & EQUIPMENT, HANDICAP  
 CM-HDSU, SUPPLIES, HANDICAP  
 CM-TCTL, TEMPERATURE CONTROL PRODUCTS  
 CM-WDDC, WINDOW DECOR  
 CM-WDIN, WINDOW INSTALLATION  
 CM-WDRP, WINDOW REPAIR  
 CM-WTTC, WRITING TECHNICAL

CN-BUSS, BUSINESS  
 CN-CMPL, COMPLIANCE  
 CN-DYCR, DAYCARE  
 CN-EDCL, EDUCATIONAL  
 CN-ENVR, ENVIRONMENTAL  
 CN-HSTC, HISTORIC PRESERVATION  
 CN-LNSP, LANDSCAPE CONSULTANT  
 CN-MRKT, MARKETING FOR ENERGY PRODUCTS  
 CN-OFAT, OFFICE AUTOMATION  
 CN-RRCN, RAILROAD  
 CN-TLMK, TELEMARKETING

CO-CSRG, CASH REGISTERS  
 CO-CPPT, COPIER PARTS  
 CO-EQUP, EQUIPMENT  
 CO-BDMS, MACHINES, BINDING  
 CO-PCMS, MACHINES, PHOTOCOPY  
 CO-RPMT, REPAIRS & MAINTENANCE  
 CO-BDSE, SUPPLIES & EQUIPMENT, BINDING MACHINES  
 CO-DPSP, SUPPLIES, DUPLICATOR  
 CO-TYPW, TYPEWRITERS

**CS – Contractual Services**

CS-AFAC, AFFIRMATIVE ACTION  
 CS-ASBS, ASBESTOS  
 CS-BKBD, BOOKBINDING  
 CS-CHWT, CHEMICAL WASTE  
 CS-DMCT, DEMOLITION CONTRACTORS  
 CS-ELES, ELEVATOR/ESCALATOR  
 CS-HZWT, HAZARDOUS WASTE  
 CS-INSR, INSURANCE  
 CS-MEDP, MEDIA PERSONNEL, PHOTOGRAPHY  
 CS-MVRS, MOVERS  
 CS-PTMG, PLANT MANAGER  
 CS-RECY, RECYCLING  
 CS-CJSV, SERVICES, CLEANING & JANITORIAL  
 CS-GRSV, SERVICES, GUARD  
 CS-MSSV, SERVICES, MESSENGER  
 CS-TLSV, SERVICES, TRANSLATION  
 CS-TMOF, TEMPORARIES, OFFICE  
 CS-WAPC, WATER & AIR POLLUTION CONTROL  
 CS-WDCL, WINDOW CLEANING  
 CS-WRPR, WORD PROCESSING

CS-ARCH, ARCHITECTS  
 CS-ATDR, AUTOMATIC DOORS  
 CS-BURL, BUS RENTAL  
 CS-CNPR, CONSULTANT PRIOR TO 4/1/93  
 CS-DRIN, DRIVING INSTRUCTION  
 CS-EMJT, EMPLOYEE/JOB TRAINING  
 CS-HVAC, HEAT, VENT. & AIR CONDITIONING  
 CS-LBTS, LABORATORIES & TESTING  
 CS-MMRM, METAL & MARBLE RESTORE/MAINT  
 CS-PNTG, PAINTING  
 CS-PBMR, PLUMBERS  
 CS-SSYM, SECURITY SYSTEM MAINTENANCE  
 CS-EXSV, SERVICES, EXTERMINATING  
 CS-LGSV, SERVICES, LEGAL  
 CS-TSSV, SERVICES, TRANSCRIPTION  
 CS-TCCM, TELECOMMUNICATION  
 CS-TRLS, TRAILERS, LEASING OF  
 CS-WTCL, WATER PRESSURE CLEANING SERV.  
 CS-WDRL, WINDOW REPLACEMENT

**DP – Data Processing**

DP-CBLS, CABLES, COAXIAL  
 DP-COMT, MAINTENANCE, COMPUTER  
 DP-COPR, PAPER, COMPUTER  
 DP-CORL, RENTAL, COMPUTER  
 DP-COSL, SALES, COMPUTER  
 DP-DESV, SERVICES, DATA ENTRY  
 DP-COSU, SUPPLIES, COMPUTER

DP-COEQ, EQUIPMENT, COMPUTER  
 DP-MICO, MICRO-MINI COMPUTERS  
 DP-PRMG, PROGRAMMING  
 DP-COSR, SALES & RENTAL, COMPUTER  
 DP-COSV, SERVICES, COMPUTER  
 DP-COSW, SOFTWARE, COMPUTER  
 DP-COTR, TRAINING, COMPUTER

**FD – Food**

FD-DRPD, DAIRY PRODUCTS  
 FD-GROC, GROCERIES  
 FD-PROD, PRODUCE

FD-FISH, FISH  
 FD-MEAT, MEAT

**FN – Financial/Accounting**

FN-ACAU, ACCOUNTANTS/INDEPENDENT AUDITORS  
 FN-CRRP, CREDIT REPORTING  
 FN-DBCL, DEBT COLLECTION  
 FN-FNCL, FINANCIAL GENERAL  
 FN-INVB, INVESTMENT BANKING  
 FN-PRSR, PROCESS SERVERS

FN-CRCD, CREDIT CARD PROCESSING  
 FN-CRRS, CREDIT RESEARCH  
 FN-FRCL, FARE COLLECTION  
 FN-FNRP, FINANCIAL REPORTING  
 FN-LOAN, LOANS  
 FN-RCPM, RECOUP MONIES

**FU – Furniture**

FU-CINS, CARPET INSTALLATION  
 FU-CHOF, CHAIRS, OFFICE  
 FU-CCAB, CUSTOM CABINETS  
 FU-DIRC, DIRECTORIES  
 FU-DRPS, DRAPES  
 FU-HFUR, HOME FURNISHING  
 FU-LGFU, LOUNGE FURNITURE  
 FU-MIRS, MIRRORS  
 FU-OPSS, OPEN SPACE SYSTEMS FURNITURE  
 FU-RTLF, RENTAL FURNITURE  
 FU-UPCL, UPHOLSTERY CLEANING

FU-CRRG, CARPETS & RUGS  
 FU-CHST, CHAIRS, STACKING AND FOLDING  
 FU-DKST, DESKS, STEEL  
 FU-DFTG, DRAFTING FURNITURE  
 FU-OFRS, FURNITURE OFFICE RESTORATION  
 FU-HSFR, HOSPITAL PATIENT FURNITURE  
 FU-MATM, MATTRESS MACHINERY  
 FU-OFFU, OFFICE FURNITURE  
 FU-OPPA, OPERABLE PARTITION  
 FU-SHLV, SHELVING, STORAGE, STEEL

**HE – Heath**

HE-ADED, AIDS EDUCATION  
 HE-ALCP, ALCOHOL PROGRAMS  
 HE-CRSV, CARE SERVICES  
 HE-DYCC, DAYCARE CENTERS  
 HE-MDEQ, EQUIPMENT, MEDICAL  
 HE-HLTH, HEALTH  
 HE-HEAR, HEARING AID  
 HE-HINS, INSURANCE  
 HE-NRAG, NURSING AGENCY  
 HE-PREV, PREVENTIVE HEALTH PGMS & SERV.  
 HE-PSYC, PSYCHOTHERAPY  
 HE-MDSU, SUPPLIES, MEDICAL

HE-ALCT, ALCHOLISM INFO & TREATMENT  
 HE-AMBS, AMBULANCE/AMBULETTE SERVICES  
 HE-CHCL, CHILD & INDIVIDUAL COUNSELORS  
 HE-DRGT, DRUG ABUSE/ADDICTION TREATMENT  
 HE-FMSV, FAMILY SERVICE  
 HE-HLCC, HEALTH CARE CONSULTANT  
 HE-HLCN, HOME CARE NURSING  
 HE-MDCS, MEDICAL COUNSELING SERVICES  
 HE-OCCL, OCCUPATIONAL THERAPISTS  
 HE-PSYT, PSYCHOLOGICAL TESTING (CLINICAL)  
 HE-MDSE, SUPPLIES & EQUIPMENT, MEDICAL  
 HE-VITA, VITAMINS, VITAMIN SUPPLEMENTS

**KI – Kitchen & Tableware**

KI-APPL, APPLIANCES, KITCHEN  
KI-EQUP, EQUIPMENT, KITCHEN

KI-CTRS, CATERERS  
KI-TBLW, TABLEWARE, KITCHEN

**LA – Laundry**

LA-DCLN, DRY CLEANING  
LA-DCEQ, DRY CLEANING EQUIPMENT  
LA-TXTL, TEXTILES

LA-DCLC, DRY CLEANING COMPOUNDS  
LA-LNDY, LAUNDRY

**LD – Landscaping**

LD-AGNR, AGRICULTURAL NURSERY  
LD-CLRG, CLEARING  
LD-AGIM, IMPLEMENTS, AGRICULTURAL  
LD-NURS, NURSERIES  
LD-PLTS, PLANTS-INTERIOR DESIGN & MAINT  
LD-LWSU, SUPPLIES  
LD-TRPR, TREE PRUNNING  
LD-TRSV, TREE SERVICES

LD-ARCH, ARCHITECT  
LD-AGEQ, EQUIPMENT, AGRICULTURAL  
LD-LAWN, LAWN  
LD-PLTG, PLANTING  
LD-SVCS, SERVICES  
LD-TRPT, TREE PLANTING  
LD-TRRV, TREE REMOVAL  
LD-TPPL, TROPICAL PLANTING

**LI – Literary**

LI-BKSB, BOOKS (SUBSCRIPTIONS)  
LI-MISC, MISCELLANEOUS (OCLC)  
LI-LBSU, SUPPLIES, LIBRARY

LI-LBEQ, EQUIPMENT, LIBRARY  
LI-LBSE, SUPPLIES & EQUIPMENT, LIBRARY

**MA – Marine**

MA-BMMW, BOATS, MOTORS, MARINE, WILDLIFE  
MA-RPRM, REPAIR, MARINE

MA-MRNE, MARINE  
MA-SHPR, SHIP REPAIR

**MU – Musical**

MU-INST, INSTRUMENTS  
MU-SUPP, SUPPLIES

MU-MNTC, MAINTENANCE

**OF – Office**

OF-AWRD, AWARDS  
OF-DICT, DICTATING MACHINES/ACCESSORIES  
OF-MMPM, MAILING MACHINE, POSTAGE METER  
OF-EQMT, OFFICE EQUIPMENT MAINTENANCE  
OF-CKPR, REPAIRS (CLOCK)  
OF-CKEL, TIME CLOCK (ELECTRIC)  
OF-WACL, WATER COOLERS

OF-CALC, CALCULATORS  
OF-DSCN, DOCUMENT SCANNING  
OF-MLSU, MAILING SUPPLIES  
OF-SUPP, OFFICE SUPPLIES  
OF-SAFS, SAFES  
OF-TYWT, TYPEWRITERS

**PA – Paper**

PA-PAAT, ALL TYPES, PAPER  
PA-FRMS, FORMS, CONTINUOUS STOCK

PA-CORR, CORRUGATED PRODUCTS  
PA-NCRP, NCR PAPER

**PR – Printing**

PR-ADAG, ADVERTISING AGENCIES  
PR-CLSC, CLASS SCHEDULES & CATALOGS  
PR-DUSV, DUPLICATION SERVICE  
PR-EQUP, EQUIPMENT (OFFSET)  
PR-MNTC, MAINTENANCE, PRINTING  
PR-DUPL, NOT IN USE (SEE PR-DUSV)  
PR-SOUV, SOUVENIRS  
PR-SUEQ, SUPPLIES & EQUIPMENT(OFFSET), PRINTING

PR-BLTN, BULLETINS  
PR-DSGN, DESIGNERS  
PR-EVLT, ENVELOPES & LETTERHEAD  
PR-FRMS, FORMS  
PR-NWSP, NEWSPAPERS  
PR-REPR, REPROGRAPHICS  
PR-SUPP, SUPPLIES (OFFSET)  
PR-TYPS, TYPESETTING

**PS – Postal**

PS-AHDS, AIR HANDLING SYSTEM  
PS-MGRM, MAILGRAM  
PS-AFRS, NOT IN USE-- SEE PS-AFSV  
PS-DSVC, NOT IN USE--SEE PSDSVS  
PS-AFSV, SERVICES, AIR FREIGHT  
PS-WUTL, WESTERN UNION TELEGRAM

PS-MLST, MAIL LISTS  
PS-MSVD, MAILING SERVICE, DIRECT  
PS-ACRS, NOT IN USE--SEE PS-ACSV  
PS-ACSV, SERVICES, AIR COURIER  
PS-DVSV, SERVICES, DELIVERY

**RE – Residence**

RE-APPB, APPRAISER BUILDING COST  
RE-APPO, APPRAISER, OTHER  
RE-HMIM, HOME IMPROVEMENT  
RE-INVR, INVESTMENT/MGT, REAL ESTATE  
RE-REST, REAL ESTATE  
RE-RENT, RENT

RE-APPF, APPRAISER, FIXTURE  
RE-APPR, APPRAISER, REAL ESTATE  
RE-HMRR, HOME REMODELING/REPAIRS  
RE-PMGT, PROPERTY MANAGEMENT  
RE-REAG, REAL ESTATE AGENTS  
RE-RDTL, RESIDENTIAL (GENERAL)

**SC – Scientific**

SC-ANLV, ANIMALS LIVE - BEES, DOGS, FISH  
SC-BISC, BIOLOGICAL SCIENCE  
SC-COLP, CONTAINERS, LAB & PRESCRIPTION  
SC-DRVS, DRUGS, VARIOUS  
SC-FSAD, FIRST AID KITS  
SC-MICR, MICROSCOPES AND ACCESSORIES  
SC-LBSU, SUPPLIES, LABORATORY

SC-ANRP, ANIMALS, RESEARCH (PRESERVED)  
SC-CHRS, CHEMICAL, RE-AGENTS, SOLVENTS  
SC-DLSP, DENTAL, SUPPLIES  
SC-EQUP, EQUIPMENT, SCIENTIFIC  
SC-GSCM, GASES: COMPRESSED  
SC-REPS, REPAIRS  
SC-MDSS, SUPPLIES, MEDICAL & SURGICAL

**SE – Security**

SE-ACSV, ARMORED CAR SERVICE  
SE-CMID, CAMERAS, IDENTIFICATION  
SE-DCLS, DECALS  
SE-GNGS, GUNS & GUNSMITHS  
SE-IVSV, INVESTIGATIVE SERVICES  
SE-LCKR, LOCKERS  
SE-PRKC, PARKING CONTROL  
SE-SIGN, SIGNS (EXIT)  
SE-TRCD, TRAFFIC CONTROL DEVICES, PLAQUE  
SE-RDMB, TWO WAY RADIO, MOBILE

SE-BDGS, BADGES, SECURITY  
SE-CGDS, CANINE GUARD SERVICE  
SE-EQUP, EQUIPMENT  
SE-INSG, INSIGNIAS  
SE-LEAC, LEATHER ACCESSORIES  
SE-ARMR, NOT IN USE -- SEE SE-ACSV  
SE-SYST, SECURITY SYSTEMS  
SE-SUPP, SUPPLIES  
SE-TRTP, TRAFFIC TOPPING

**SP – Spanish Commodity/Service**

SP-ADVT, ADVERTISING  
SP-PRLT, PUBLIC RELATIONS

SP-BKSS, BOOKS  
SP-TRSE, TRANSLATIONS, SPANISH/ENGLISH

**TH – Theater/Art**

TH-ARDS, ART DESIGNS  
TH-CRFT, CRAFTS  
TH-MUIN, MUSICAL INSTRUMENTS  
TH-PNTG, PIANO TUNING  
TH-STGE, STAGE  
TH-THTL, THEATRICAL (GENERAL)

TH-ARGL, ART GALLERY, DEALER, CONSULTANTS  
TH-EVPL, EVENT PLANNING  
TH-PNRP, PIANO REPAIRS  
TH-SCLP, SCULPTURE  
TH-SUPP, SUPPLIES, ART  
TH-TKTS, TICKETS, COUPON BK, SALES

**TR – Transportation**

TR-ARTR, AIR  
TR-ARLK, AIRLOCKS  
TR-BIWM, BICYCLE WHOLESALE/MANUFACTURE  
TR-AREQ, EQUIPMENT, AIRCRAFT  
TR-LGBR, LUGGAGE, BRIEFCASES  
TR-PBTS, NOT IN USE- SEE TR-PTSV  
TR-ARPT, PARTS, AIRCRAFT  
TR-RRLD, RAILROAD  
TR-TRSM, TOURISM  
TR-TRVL, TRAVEL AGENCIES

TR-ARDC, AIRCRAFT DEMO CONTROL PANELS  
TR-ARPL, AIRPLANES  
TR-BUSS, BUSES  
TR-LLSV, LIMOUSINE & LIVERY SERVICES  
TR-NVGT, NAVIGATION  
TR-ARTP, PART, AIRCRAFT  
TR-PTSV, PUBLIC TRANSPORTATION SERVICES  
TR-ARSP, SUPPLIES, AIRCRAFT  
TR-DSTR, TRANSPORTATION, DISABLED

**XX – Non-Commodity Vendors**

XX-MBSP, MEMBERSHIP  
XX-NREQ, NOT REQUIRED

XX-SSNO, NON-COMMODITY VENDORS (SOCIAL SECURITY)  
XX-CITY, VENDOR FROM FMS CITY VENDOR FILE