



VENDOR / CONTRACTOR APPLICATION

PLEASE PRINT

Legal Business Name of Vendor/Contractor: _____

Doing Business As (D/B/A) Name: _____

Federal Tax I.D. No.: _____ SSN of individual to receive checks: _____

Type of Service(s) / Product(s): _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Telephone No.: _____ Fax No.: _____

Contact Person's Name: _____ Contact Person's Title: _____

Contact Person's e-mail address: _____ Accounts Receivable Contact Name: _____

Company website (if any): _____

Please E-mail or Mail your application package to: Vendor_Admin@wrhrealty.com WRH Realty Services, Inc 3020 Hartley Rd., Suite 200 Jacksonville, FL 32257

Please include a price list of services and products offered with this application to be considered:

As a vendor for properties managed by WRH Realty Services, Inc., it is very important for you to understand that WRH Realty Services, Inc. neither has nor assumes any liability for labor or materials provided at all managed properties. Payment for all fees and reimbursement for all material is the sole responsibility of the property owner and not WRH Realty Services, Inc. Invoices should be in the legal name & once approved for business, directions will be provided to you on payment processing.

*Signing this agreement, you agree to send an aging report monthly to Vendor_accounts_payable@wrhrealty.com

APPLICANT'S STATEMENT

I certify that the information given herein is true and complete to the best of my knowledge. I authorize the investigation of all matters contained in this application and hereby give WRH Realty Services, Inc. and its Owners permission to contact previous clients, references and others and hereby release WRH Realty Services, Inc from any liability as a result of such contact. I understand that misrepresentations, omissions of facts, incomplete information, inability to provide updated information to WRH Realty Services, Inc and its Owners may remove me and my company from further consideration for enrollment or hire by WRH Realty Services, Inc and its Owners.

Authorized Signature Name and Title (please print) Date

If/when services and pricing are agreed upon; application will be forwarded to Compliance Depot for processing. Compliance Depot will contact vendor directly and may require any of the following to complete the application process:

- 1. IRS W-9 Form
2. Basic Owner/Principle Information
3. Occupational Licenses/Certifications - State, County, City
4. Certificate of Liability and Property Damage Insurance - Please be aware that minimum insurance coverage must be held by your company and must list WRH Realty Services, Inc and its Owners as Additional Insured with a 30-day written notice should the policy be cancelled.
5. Certificate of Worker's Compensation Insurance - Please be aware that the following coverage must be held by your company and must include a Waiver of Subrogation in favor of WRH Realty Services, Inc and its Owners.
6. Copy of Vehicle Insurance with a \$1,000,000 limit. If company vehicles are not used, the policy MUST include a Non-Owned Auto Coverage election.

WRH Realty Services, Inc. Internal Use Only.

Services and pricing has been reviewed, forward to Compliance Depot for further processing. Application Denied.

WRH Realty Services, Inc. Authorized Signature Name (please print) Date