

CREDIT APPLICATION REQUESTS FROM A VENDOR

When making a purchase, you may be asked by the vendor to complete a Credit Application. Departments should **not complete and sign** credit or direct billing applications.

Note: The University generally does not permit the use of vendor or third party financing in connection with acquiring goods or services.

Because of the large number of requests for credit information, the following information serves to respond to vendor's requests for credit information.

TYPE OF BUSINESS	Higher Education Institution, State University
YEAR ESTABLISHED	1861
SHIPPING INFORMATON	To be supplied at time of order
BILLING ADDRESS	In accordance with instructions provided with order
PROCUREMENT SERVICE, ADDRESS	University of Washington Procurement Services Roosevelt Commons West, 3 rd Floor 4300 Roosevelt Way NE Seattle, WA 98105
FEDERAL EMPLOYER ID (EIN)	91-6001537
DUN AND BRADSTREET	042803536
SALES TAX REGISTRATION (UBI) The University of Washington pays State of Washington sales or use tax on most purchases. Exceptions are purchase of items for resale or not subject to sales tax in accordance with the Revised Code of Washington. These purchases will be identified at time of order placement and will include the appropriate exemption information and or resale certificate.	C178 019 988

More detailed credit information, including trade references is available upon request. Please contact Procurement Customer Service at pcshelp@uw.edu for assistance.

The University Tax Office at <http://f2.washington.edu/fm/tax/home> provides additional tax related information.

