



## ATTACHMENT E.1

<b>Procurement Department</b> 1350 E. 17th Street Kansas City, MO 64108 (816) 346-0254	<h1 style="margin: 0;">Vendor Registration Form</h1>						
<input type="checkbox"/> REVISION <input type="checkbox"/> INITIAL							
<b>PLEASE TYPE OR CLEARLY PRINT ALL INFORMATION</b>							
Thank you for your interest in doing business with the Kansas City Area Transportation Authority. To be placed on the KCATA Registered Vendors List for goods and services, please complete this form in its entirety and return it to the KCATA Procurement Department. Submittal of this registration form will place your company on the KCATA Registered Vendor List, but does not guarantee a solicitation. The list will be periodically purged. If you do not receive solicitations, inquire to confirm that your company remains on our list. Current business opportunities can be found in the "Doing Business with KCATA" section of our website, <a href="http://www.kcata.org">www.kcata.org</a> .							
<b>Legal Entity Name:</b>	<b>Phone:</b>						
<b>Doing Business As:</b>	<b>Toll-free Phone:</b>						
<b>Physical Address:</b>	<b>Fax:</b>						
<b>City:</b>	<b>Email:</b>						
<b>State:</b>	<b>Zip:</b>						
<b>Contact Person Name:</b>	<b>Title:</b>						
<b>Contact Phone:</b>	<b>Contact Email:</b>						
<b>Mailing Address:</b>	<b>Phone:</b>						
<b>City:</b>	<b>Fax:</b>						
<b>State:</b>	<b>Zip:</b>						
<b>Business Type:</b>	<input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Other (Explain) _____						
<b>If Incorporated, in Which State:</b>	<b>Federal Tax ID No:</b>						
<b>Years in Business:</b>	<b>Years in Business Under Current Name:</b>						
<b>Annual Gross Receipts:</b>	<input type="checkbox"/> Less than \$250,000 <input type="checkbox"/> \$250,000 to \$ 500,000 <input type="checkbox"/> \$500,000 to 1 Million <input type="checkbox"/> \$1 Million to 5 Million <input type="checkbox"/> \$5 Million to 10 Million <input type="checkbox"/> More than 10 Million						
<b>Standard Invoice Terms:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; text-align: center;"><b>Due Days</b></td> <td style="width: 25%; text-align: center;"><b>Discount Days</b></td> <td style="width: 50%; text-align: center;"><b>Percent</b></td> </tr> <tr> <td style="height: 20px;"></td> <td></td> <td></td> </tr> </table>	<b>Due Days</b>	<b>Discount Days</b>	<b>Percent</b>			
<b>Due Days</b>	<b>Discount Days</b>	<b>Percent</b>					
<b>Identify the goods or services you are interested in providing to KCATA:</b>							
<b>NAICS CODE(S):</b>	<b>SIC CODE(S):</b>						
<b>NAICS CODE(S):</b>	<b>SIC CODE(S):</b>						



Identify number of personnel employed by the company in the following categories:							
Administrative	Sales	Management	Construction	Manufacturing	Consulting	Other (Specify)	
1. Does your firm have a written Affirmative Action Plan? If YES, submit a copy.					<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> ENCLOSED
2. Does your firm have a current Certificate of Compliance that has been issued by a governmental agency? If YES, submit in lieu of an Affirmative Action Plan.					<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> ENCLOSED
3. Does your firm have twenty-five (25) or fewer employees? If YES, submit a notarized letter requesting exemption from preparation of a written Affirmative Action Plan and list all employees by name, race, sex, job position and salary range.					<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> ENCLOSED
4. Is your firm a Disadvantaged Business Enterprise (DBE) within the meaning of the following definition?					<input type="checkbox"/> YES	<input type="checkbox"/> NO	
<p><b>Definition of Disadvantaged Business Enterprise:</b> For-profit small business concern which 1) is at least 51 percent owned by one or more socially or economically disadvantaged individuals; and 2) whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged owners. REF: 29 CRF 26</p> <p style="text-align: center;">For questions regarding DBE/Affirmative Action, please contact the Contracting/Supplier Diversity Coordinator at (816) 346-0224 or via email at <a href="mailto:dadams@kcata.org">dadams@kcata.org</a>.</p>							
<p><b>WORKER ELIGIBILITY AFFIDAVIT:</b> As required by §285.500 RSMo, et seq., any business contracting to perform work in excess of \$5,000 for the KCATA shall provide a sworn affidavit affirming: (1) its enrollment and participation in a federal work authorization program such as E-Verify, accompanied by corresponding documentation to evidence its enrollment in that program; and (2) that it does not knowingly employ any person who does not have the legal right or authorization under federal law to work in the United States.</p>							
<p><b>CERTIFICATION:</b> I certify that information supplied herein (including all pages attached) is correct and that neither the business entity nor any person in any connection with the business entity as a principal or officer, so far as known, is now debarred or otherwise declared ineligible from bidding for furnishing materials, supplies, or services to the Kansas City Area Transportation Authority or declared ineligible to participate in federally funded projects.</p>							
Signature			Date				
Printed Name			Title				
<p>Return completed Vendor Registration Form to Kansas City Area Transportation Authority, Procurement Department, 1350 East 17th Street, Kansas City, MO 64108 Fax: (816) 346-0336 or email: <a href="mailto:proc@kcata.org">proc@kcata.org</a></p>							
<p><b>A foreign corporation may not transact business in Missouri until it obtains a Certificate of Authority. To apply, you must use the forms provided by the Missouri Secretary of State's office, as required by law.</b></p>							