



# HOUSING AUTHORITY OF THE CITY OF PORT ARTHUR

## PROCUREMENT DEPARTMENT

920 DeQueen Blvd. • P.O. Box 2295 • Port Arthur, TX 77643

Phone: 409 984-2660

Jaclyn Herrington, Procurement Officer • jaclyn.herrington@pahousing.org



## VENDOR APPLICATION

The Housing Authority of the City of Port Arthur maintains a vendor database. Any qualified vendor may apply. Being in the database means only that you will be **contacted** when a relevant procurement is under way; it does **not** ensure that you will receive a contract. Please fill out this application completely. The completed application may be returned by mail, fax, or e-mail to the Procurement Department at the phone number or email listed above.

**Licenses:** Do not include copies of your license(s) with this application. Copies may be required when you do work for the Agency.

**Insurance:** Do not include copies of your insurance information. Copies will be required when you do work for the Agency.

**PLEASE WRITE LEGIBLY! USE THE REVERSE SIDE IF NEEDED.**

**Business Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone w/ area code:** \_\_\_\_\_ **Cell w/ area code:** \_\_\_\_\_

**E-mail (REQUIRED):** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Services you provide:**

**Supplies/Equipment that you provide:**