



Carver Machine Works, Inc.

Titanium, Hastelloy & Stainless Equipment Manufacturers & Rebuilders
129 Christian Camp Road Washington, NC 27889 • Phone: (252) 975-3101 • Fax: (252) 975-3949

Dear Valued Supplier:

We are in the process of updating our vendor files. Please complete the form below, as well as the attached W-9 form, and return to us via fax or email. Your cooperation is greatly appreciated.

Vendor Profile

Company Name: _____

Physical Address: _____

Remit to Address: _____

Phone #: (____) _____ - _____ Fax #: (____) _____ - _____

Web site address: _____

Sales Contact Name & Title: _____

E-mail Address: _____ Phone: _____

Accounting Contact Name & Title: _____

E-mail Address: _____ Phone: _____

Discount Offered: Yes No

If yes, discount terms: _____

If no, please fill in payment terms: _____

*** We must have a completed copy of your W-9 Form for our records.

SUBCONTRACTORS - All subcontractors providing services and/or materials to CMW must have a Certificate of Liability Insurance sent to our office at 129 Christian Service Camp Road, Washington, NC 27889 and request that Carver Machine Works, Inc. be listed on the subcontractors General Liability policy as an additional insured with a waiver of subrogation. Limits of a subcontractors General Liability coverage should be a minimum of \$1,000,000 or greater. If you are unable to satisfy the Certificate of Liability Insurance requested, please notify me immediately.

Please contact me if you have any questions concerning the completion of these items.