



1950 Williams Street, San Leandro, CA 94577 | Phone: (510) 297-5132 | Fax: (510) 352-8363 | Email: vendmart@vendmart.com

NEW VENDOR FORM

VENDOR NAME _____

DATE _____

VENDOR # _____

Remit to Address:

Contact Information

Sales Representative	
Contact Name	
Address	
Phone	
Fax	
Mobile	
Email	

Customer Service	
Contact Name	
Address	
Phone	
Fax	
Email	
Comments/Notes	

Broker (Y/N)	YES	NO
Broker Name		
Contact Name		
Address		
Phone		
Fax		
Email		

Accounts Receivable	
Contact Name	
Address	
Phone	
Fax	
Email	
Comments/Notes	

General Vendor Information

Terms:		Minimum Order Qty:		Leadtime (In Days) :	
Freight Type (Backhaul, Prepaid, etc.):		Freight Allowance			
Pick-up Address and Contact Information if Backhaul:					
Guaranteed Product / Floor Stock Protection:					

General Vendor Information

Free Goods:	
Rebate Program:	
Growth Program:	
Rack Programs:	
Spoils & Return Policy:	
Food Show Participation:	

Deliverable Support

Sales Meetings:	
Work with Sales (Ride Alongs, etc.):	
Spiffs:	

Ad Commitment

Front Cover (\$650.00):		Inside Front (\$600.00):		Back Cover (\$550.00):		Inside Back (\$575.00):		Insert (\$250.00):	
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