



CITY OF LYNN HAVEN

LOCAL VENDOR PREFERENCE CERTIFICATION

Company Name _____

Principal Address _____

Date operations began at this address _____

Bay County Address (if principal address is outside of Bay County)

Date operations began at this address _____

Telephone Number _____

"Local Based Vendor" means a business entity that has maintained its permanent place of business and principal office with full-time employees within Bay County, Florida for a minimum of one year prior to the date of issuance of a bid or proposal solicitation. The location of a vendor's principal office will be determined from the official records of Florida's Department of State and other public records. The permanent place of business may not be a post office box, but a physical address. The business location must actually distribute goods or services from that location and function as the vendor's principal office. In addition, the business must have a current business tax receipt from Bay County or a city within Bay County where the business resides.

"Local Vendor" means a business entity that has maintained a permanent place of business with full-time employees within Bay County, Florida for a minimum of one year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box, but a physical address. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from Bay County or a city within Bay County where the business resides.

Certification: As an owner or officer of the above company, I hereby certify that the firm qualifies as a Local Based Vendor or a Local Vendor (*please check one box*) in accordance with the above definitions. I have attached a copy of the firm's current State registration and Business Tax Receipt from a Bay County entity.

Signature

Typed or Printed Name

Date

Title

To be completed by City of Lynn Haven:

Certified as Local Based Vendor
Date Certified _____

Local Vendor
Expiration Date _____

Not certified due to the following reason:

- Florida Department of State (sunbiz.org) Division of Corporations documentation attached.
- Business Tax Receipt issued within Bay County attached.

Reviewed by _____