METL-SPAN CANADA

a Division of Robertson Building Systems Ltd.

VENDOR REQUEST FORM

(FOR CANADIAN BASED VENDORS)

Vendor No:

This section must be completed by the Metl-Span Canada ("Buyer") original requestor:

Printed Name & phone of original requestor: **Plant /Company Number:**

THIS SECTION IS REQUIRED INFORMATION AND MUST BE COMPLETED FOR ACTIVATION

VENDOR NAME:	
	The vendor name should be the billing name or name as it appears on the invoice.
ADDRESS:	
REMIT TO ADDRESS:	
COUNTRY:	**CANADA**
PHONE NO:	
FAX NO	
EMAIL ADDR:	
NAME:	
TITLE & PHONE:	

INVOICE CURRENCY CAD ☐ USD ☐
(CHECK ONE)

DUNN & BRADSTREET NO. _____

PLEASE CIRCLE ONE:		
	PARTNERSHIP	INDIVIDUAL
	CORPORATION	GOVERNMENT AGENCY
	OTHER:	

Primary Parts and or Services that you are providing to this Buyer:

Related Party Transactions:	**Is the Vendor a relative or close friend of an employee, director or officer of RBS, NCI, or their affiliates?**
	Is the Vendor a previous employee?
	Yes or No
	If Yes, please provide the name of employee and describe relationship:

VENDOR TYPE: ***Please circle one***	**Freight Carrier Vendor Service Provider Outside Processing Steel/Coil**
	Charitable Organization Dealer/Builder Utility Medical Legal
	Other: _____

Are discounts and/or special payment terms offered?

If Yes, please specify:

VENDOR HEREBY AGREES THAT ANY AND ALL PURCHASES MADE BY BUYER ARE SUBJECT TO, AND STRICTLY CONDITIONED UPON, BUYER'S PURCHASE ORDER TERMS AND CONDITIONS OF SALE FOR VENDORS WHICH ARE WHOLLY ADOPTED AND INCORPORATED HEREIN BY REFERENCE. THE FOREGOING TERMS AND CONDITIONS SHALL CONTROL NOTWITHSTANDING ANY ADDITIONAL OR DIFFERING TERMS AND CONDITIONS OF VENDOR, WHICH ARE HEREBY EXPRESSLY REJECTED. (Copies of Buyer's Purchase Order Terms and Conditions of Sale for Vendors are available at www.ncigroup.com/metlspanvendorterms)

Return this completed form to the buyer /original requestor.

Vendor Authorized Signature_____ **Date**_____ **Title :**_____

Printed Name of Vendor Authorized Signature_____