



CITY OF RENSSELAER

62 Washington St. Rensselaer NY 12144

(518) 462-2251 (fax) 462-3522

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Information for Vendor Setup

Please submit to the City of Rensselaer, Purchasing Dept.

Vendor Name:

Vendor Mailing Address:

City / State / Zip:

Billing Address: (same)

City / State / Zip:

Vendor Tax ID:

Or Social Security #:

Vendor Phone/Fax :

Account #:

Contact Name / Email:

Previously Billed City of Rensselaer:

Yes / No