

VENDOR APPLICATION



To become an Approved Vendor with Structure PMG, you must complete this Vendor Application and submit it with all documentation per the below checklist. Once completed, please submit by fax (888) 627-2823, or preferably, by email to office@StructurePMG.com.

Vendor's Name			
Vendor's Address			
Primary Contact Name		Office Phone	
Cell Phone		Fax	
Email			

Checklist of Items to be submitted with this Vendor Application

Insurance Requirements	Required Limit	Coverage	Initial if Attached
General Liability	\$1,000,000	Each Occurrence	
	\$1,000,000	General Aggregate	
	\$1,000,000	Product – Comp/Op Aggregate	
	\$1,000,000	Personal and Adv Injury	
Auto Liability	\$1,000,000	Any Auto – Combined Single Limit	
Workers Comp	\$500,000	EL Each Accident	
	\$500,000	EL Each Disease – Each Employee	

Workers' compensation insurance is required by Structure PMG for all Vendors with one or more employees. A General Liability Additional Insured Endorsement must be attached and reflect the following: **Structure Property Management Group, Inc. and the ownership entities of their owned or managed properties** and list **Structure PMG, 2100 East McFadden Avenue, Suite C, Santa Ana, California 92705**. All insurance needs a 30 day cancellation clause with notifications of cancelations or changes sent to Structure PMG.

Additional Items (All Vendors)

W9 Form completed and signed.	
Vendor Service Agreement signed and dated.	
Applicable licenses must be submitted (i.e. Contractor's License)	

The information provided is true and accurate:

Print Name	Sign Name	Date