



VENDOR REGISTRATION FORM

Please complete in full - type or print in ink.

SECTION 1: COMPANY DETAILS AND GENERAL INFORMATION	
1. NAME OF COMPANY	
2. ADDRESS	
3. TELEPHONE NUMBER	
4. FAX NUMBER	
5. E-MAIL ADDRESS	
6. WEB SITE ADDRESS	
7. NAME & TITLE OF COMPANY REPRESENTATIVE	
8. DIRECT E-MAIL ADDRESS OF COMPANY REPRESENTATIVE	
9. TELEPHONE NUMBERS OF COMPANY REPRESENTATIVE	
(A) DIRECT NUMBER	
(B) MOBILE NUMBER	
10. DATE COMPANY WAS ESTABLISHED (MIN. 3 YEARS REQUIRED)	
11. GROSS ANNUAL SALES FOR THE LAST THREE YEARS	YEAR _____ CHF _____
	YEAR _____ CHF _____
	YEAR _____ CHF _____
12. LEGAL STRUCTURE (CHECK ONE)	
Corporation <input type="checkbox"/>	Partnership <input type="checkbox"/>
Joint Venture <input type="checkbox"/>	Franchise <input type="checkbox"/>
	Sole Proprietorship <input type="checkbox"/>
	Non-Profit <input type="checkbox"/>
13. TYPE OF BUSINESS/COMMODITY SERVICE (CHECK ONE)	
Retailer <input type="checkbox"/>	Publication /Broadcaster <input type="checkbox"/>
Manufacturer <input type="checkbox"/>	Wholesaler <input type="checkbox"/>
Construction Contractor <input type="checkbox"/>	Professional Services <input type="checkbox"/>
Consultant <input type="checkbox"/>	Other <input type="checkbox"/>
Distribution / Dealer <input type="checkbox"/>	Service Provider <input type="checkbox"/>
Freight/Transportation <input type="checkbox"/>	
14. DETAILS ON SERVICES OR GOODS YOUR COMPANY SUPPLIES	



15. GEOGRAPHIC SERVICE AREA (CHECK ONE)			
Local	<input type="checkbox"/>	Regional	<input type="checkbox"/>
National	<input type="checkbox"/>	International	<input type="checkbox"/>
			Please specify _____
16. HAVE YOU PREVIOUSLY DONE BUSINESS WITH THE WORLD TRADE ORGANIZATION ?			
<input type="checkbox"/> Yes Year(s) _____			
<input type="checkbox"/> No			
17. HAVE YOU PREVIOUSLY DONE BUSINESS WITH OTHER INTERNATIONAL ORGANIZATIONS ?			
<input type="checkbox"/> Yes If yes, state organization name(s) & year(s) _____			
<input type="checkbox"/> No			
SECTION 2: BANKING INFORMATION			
1.	BANK NAME		
2.	BANK ADDRESS		
3.	BENEFICIARY NAME ¹		
4.	INTERNATIONAL BANK ACCOUNT NUMBER (IBAN)		
5.	SWIFT/BANK IDENTIFIER CODE (BIC)		
6.	ACCOUNT CURRENCY		
7.	BANK ACCOUNT NUMBER		
SECTION 3: SUPPORTING DOCUMENTATION			
1. IN ORDER TO BE CONSIDERED FOR REGISTRATION BY THE WORLD TRADE ORGANIZATION PROCUREMENT SECTION PLEASE PROVIDE THE FOLLOWING INFORMATION IN ENGLISH OR FRENCH²:			
(a) Certified/audited financial information i.e. Balance Sheet and Income Statement, copy of your signed income tax return (US applicants only) or your Annual Report to Shareholders.			
(b) Current and valid copy of certificate of incorporation/business certificate or national equivalent.			
SECTION 4: CERTIFICATION			
1. SIGNATURE			
I, the undersigned, hereby accept the WTO General Terms & Conditions, a copy of which has been provided to me, and warrant that the information provided in this form is correct and, in the event of changes, details will be provided as soon as possible:			
Name: _____		Title: _____	
Signature: _____		Date: _____	

¹ The bank account to which any payment will be made must be the company's bank account.

² WTO reserves the right to request additional documents relating to your company to substantiate the registration request, e.g. Letters of reference from at least three (3) clients to whom your company has provided goods/services over the past twelve (12) months; Copy of latest ISO Certificate or equivalent.