



**WEAKLEY COUNTY DEPARTMENT OF FINANCE**

John H. Liggett, Director of Finance

8319 Highway 22, Suite B

Dresden, TN 38225

E-Mail: [John.Liggett@wcsk12tn.net](mailto:John.Liggett@wcsk12tn.net)

[www.weakleycountyttn.gov](http://www.weakleycountyttn.gov)

T: (731) 364-5429 F: (731) 364-3858

Dear Interested Vendor:

Thank you for your interest in doing business with Weakley County. Please complete and return the attached bidder/vendor application at your earliest convenience. We would also request that you identify specific goods/services that you would be providing to Weakley County. It is essential for you to complete the application and identify the specific items of interest to you.

Mail, fax, or email the completed application to:

John H. Liggett  
Weakley County Department of Finance  
8319 Hwy 22  
Dresden, TN 38225  
Fax: (731) 365-3858  
[John.Liggett@wcsk12tn.net](mailto:John.Liggett@wcsk12tn.net)

If you have any questions, please call (731) 364-5429.

Sincerely,

John H. Liggett  
Director of Finance

**WEAKLEY COUNTY, TENNESSEE  
BIDDER/VENDOR APPLICATION**

**1) BIDDER/VENDOR INFORMATION**

(Address where purchase orders, correspondence, etc., are to be mailed)

Business Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (\_\_\_\_) - \_\_\_\_ - \_\_\_\_ Fax (\_\_\_\_) - \_\_\_\_ - \_\_\_\_ E-mail \_\_\_\_\_

Remittance Address (if different) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person: \_\_\_\_\_ E-mail: \_\_\_\_\_

Phone (\_\_\_\_) - \_\_\_\_ - \_\_\_\_

**2) TAX INFORMATION**

Company or individual's Name \_\_\_\_\_

Federal ID# or Social Security # \_\_\_\_\_

(Please submit with W-9 application)

**3) TYPE OF BUSINESS**

Type of Business \_\_\_\_\_

Commodity \_\_\_\_\_

**4) BUSINESS INFORMATION**

Bank References \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

Has any state agency filed a complaint against you or your products/services?

If yes, list date(s):

\_\_\_\_\_

Has performance penalty ever been assessed against you? If yes:

When? \_\_\_\_\_ Where? \_\_\_\_\_

Why? \_\_\_\_\_

Does your company accept Purchase Orders?

**All Vendors must comply with TCA 12-4-101, "Bidding by State Employees Prohibited."**