

**EIGHTH JUDICIAL DISTRICT COURT  
 SUPPLIER/ADDITION MAINTENANCE FORM  
 A CURRENT W-9 MUST ACCOMPANY THIS REQUEST**

<b>REQUESTOR'S NAME:</b>	
<b>PHONE:</b> 671-0822	<b>DIVISION:</b>

**ADDITION:** \_\_\_\_\_ **CHANGE:** \_\_\_\_\_ **SUPPLIER #** \_\_\_\_\_ **PR #** \_\_\_\_\_

<b>DATE:</b>	<b>PURCHASING ANALYST:</b>		
<b>VENDOR (WHERE PAYMENTS ARE MAILED TO)</b>			
<b>LEGAL NAME:</b>	<b>TIN:</b>		
<b>d.b.a. IF APPLICABLE</b>			
<b>ADDRESS:</b>			
<b>CITY/STATE/ZIP:</b>			
<b>CONTACT NAME:</b>		<b>EMAIL ADDRESS:</b>	
<b>PHONE:</b>		<b>FAX:</b>	
<b>INDICATE IF A CORPORATION OR NON-PROFIT</b>	<b>CORPORATION</b>	<b>NON-PROFIT</b>	
<b>BUSINESS LICENSE NUMBER(S)</b>			
<b>STATE:</b>	<b>APPLICABLE LOCAL JURISDICTION:</b>		
<b>SUPPLIER (WHERE PURCHASE ORDERS ARE MAILED TO – IF DIFFERENT FROM ADDRESS ABOVE)</b>			
<b>ADDRESS:</b>			
<b>CITY/STATE/ZIP:</b>			
<b>STANDARD TERMS</b>	<b>NET 30 DAYS</b>	<b>DISCOUNT:</b>	
<b>COMPLETE THE FOLLOWING BASED ON COMPANY OWNER(S) BUSINESS CLASSIFICATION</b> <b>NOTE: MARK N/A IF YOUR COMPANY IS A CORPORATION OR A LICENSED NON-PROFIT ORGANIZATION. THE REQUESTED INFORMATION IS FOR OWNER(S) OF THE COMPANY, NOT FOR EMPLOYEE(S) OR THE INDIVIDUALS FILLING OUT THE FORM.</b>			
<b>BUSINESS ENTERPRISE GROUP</b> (CHECK ALL THAT APPLY) SEE NEXT PAGE FOR DEFINITIONS. NOT APPLICABLE IF COMPANY IS A CORPORATION OR NON-PROFIT			
<b>MBE:</b> _____	<b>SBE:</b> _____	<b>VET:</b> _____	<b>LBE:</b> _____
<b>WBE:</b> _____	<b>PBE:</b> _____	<b>DVET:</b> _____	<b>LGBTQ:</b> _____
<b>ESB 1:</b> _____		<b>ESB 2:</b> _____	
<b>ETHNICITY</b>			
<b>AA:</b> _____	<b>AX:</b> _____	<b>NA:</b> _____	<b>CX:</b> _____
		<b>HA:</b> _____	<b>OT:</b> _____

**\*CERTIFIED BY THE NEVADA STATE GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT EFFECTIVE JANUARY 2014. APPROVED INTO NEVADA LAW DURING THE 77<sup>TH</sup> LEGISLATIVE SESSION AS A RESULT OF AB 294.**

**Note: Please send all supplier requests or any questions related to the Business Enterprise Group (BEG) or Ethnic Group to [CourtPurchasing@clarkcountycourts.us](mailto:CourtPurchasing@clarkcountycourts.us)**

## Business Enterprise Group Definitions

- **Minority Owned Business Enterprise (MBE):** An independent and continuing business for profit, which performs a commercially useful function and is at least 51 percent owned and controlled by one or more minority persons of African American (AA), Hispanic American (HA), Asian-Pacific American (AX) or Native American (NA) ethnicity.
- **Small Business Enterprise (SBE):** An independent and continuing Nevada business for profit which performs a commercially useful function, is **not** owned and controlled by individuals designated as minority, women, or physically- challenged, and where gross annual sales does not exceed two million dollars (\$2,000,000).
- **Veteran Owned Business Enterprise (VET):** An independent and continuing Nevada business for profit which performs a commercially useful function and is at least 51 percent owned and controlled by one or more U.S. Veterans.
- **Large Business Enterprise (LBE):** An independent and continuing business for profit that performs a commercially useful function and is not located in Nevada.
- **Woman Owned Business Enterprise (WBE):** An independent and continuing business for profit, which performs a commercially useful function and is at least 51 percent owned and controlled by one or more women.
- **Physically challenged Business Enterprise (PBE):** An independent and continuing Nevada business for profit which performs a commercially useful function and is at least 51 percent owned and controlled by one or more disabled individuals pursuant to the federal Americans with Disabilities Act.
- **Disabled Veteran Owned Business Enterprise (DVET):** A Nevada business at least 51 percent owned/controlled by a disabled veteran.
- **Emerging Small Business (ESB):** Certified by the Nevada Governor's Office of Economic Development effective January 2014. Approved into Nevada law during the 77<sup>th</sup> Legislative session as a result of AB294. Must hold a certificate to be recognized as an Emerging Small Business.
- **Nevada Business Enterprise (NBE):** Any Nevada business, which has the resources necessary to sufficiently perform identified County projects and is owned or controlled by individuals that are not designated as socially or economically disadvantaged.

## Ethnic Group Definitions

- AA: African American
- NA: Native American
- AX: Asian American
- CX: Caucasian
- HA: Hispanic
- OT: Other