

Commercial Solicitation Authorization Form

Date:

Name(s) of Representatives who will be contacting the departments:

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Company Name:

Company Address:

Company Phone (include area code):

Company FAX (include area code):

Type of Business:

Departments to be solicited:

What is to be discussed or provided?

Important Note: For on-site visits, approved Commercial Solicitors must stop by the Visitor's Center (Building 81) for a visitor's pass (hang on the rear-view mirror) and campus map.

Visitor's Center Directions: At the end of University Parkway, turn left on Campus Boulevard. Immediately on the right is the entrance to the Visitor's Center.

Procurement and Contracts Signature Approval:

Title:

Date:

FAX Form to: 850-474-2090

or

Email Form to: procurement@uwf.edu

Revised: 08/12/2019