Vendor Registration Application Form Sample (Excel Format)

The **vendor registration application form** sample in Excel format provides a streamlined way to collect and organize supplier information efficiently. This template ensures all necessary data is captured systematically, making the vendor onboarding process smooth and professional. Ideal for businesses seeking a structured approach to vendor management.

Sample Fields Included in Excel Form:

- Company Name
- Contact Person
- Email Address
- Phone Number
- Company Address
- Product/Service Category
- Tax Identification Number
- Business Registration Number
- Bank Account Details
- References
- Supporting Documents checklist

Sample Excel Layout Preview

Field	Details/Description
Company Name	[Enter Vendor Company Name]
Contact Person	[Full Name]
Email Address	[Email]
Phone Number	[Contact Number]
Company Address	[Street, City, State, Zip]
Product/Service Category	[Type of Products/Services]
Tax Identification Number	[TIN]
Business Registration Number	[Registration Number]
Bank Account Details	[Bank Name, Account Number]
References	[Previous Clients, Projects]
Supporting Documents	[Checklist: Business License, Certificates, etc.]

Download Sample Excel Template

Download Vendor Registration Form (Excel)

How to Use

1. Download the template using the link above.
2. Open the file in Microsoft Excel or compatible spreadsheet software.
3. Enter your vendor information in the corresponding fields.
4. Save and submit the completed form as instructed by the requesting organization.