Request to Create or Modify a TEAM Recipient/Vendor Record

Print Form

Status: ☐ New Vendor Application ☐ Modify Existing Vendor Record *See form instruction tab or mouse over for assistance

Send To: TBP-50.2
Brenda Mundey
Southeast Federal Center E54-457
brenda.mundey@dot.gov

FTA Approval MUST be provided below

REQUESTOR INFORMATION

Requestor Name (First, Last) **Date**

T
Title / Office

Office Phone

FTA AUTHORIZATION (to be completed by Official only)

Official Name (First, Last) **Date**

Title / Office

Office Phone

VENDOR INFORMATION

Organization Name

Mailing Address:

Street

City, State, Zip Code

Cost Center

Last Updated (Month, Date, Year)

Disadvantaged Business Enterprise ☐ Yes ☐ No

State Dept. of Transportation ☐ Yes ☐ No

Type:
☐ Private ☐ Public
☐ Contractor ☐ Not Contractor ☐ Unspecified
☐ Not Specified

OST Type

☐ (A) Educational Institution ☐ (F) County Agency ☐ (K) Port Authority ☐ (P) Small Business
☐ (B) School District ☐ (G) Multi County Agency ☐ (L) Airport Authority ☐ (Q) Indian Tribe ☐ (V) Profit Org.
☐ (C) Federal Agency ☐ (H) Borough ☐ (M) City ☐ (R) Community Action Agency ☐ (W) Individual
☐ (D) State Agency ☐ (I) Planning Commission ☐ (N) Other Nonprofit Org. ☐ (S) Sponsored Organization ☐ (Y) Educational Inst (private)
☐ (E) Multi State Group ☐ (J) Council of Government ☐ (O) Large Business ☐ (T) Transit Authority ☐ (U) Other Gov. Agency

Radio Button

Organization Acronym **Office Phone**

Website Address **Fax Number**

Tax Identification Number

DUNS Number

NTD Identification (if any)

Fiscal Year (Starting Month/Year)

Assistance ☐ Yes ☐ No

Designated Recipient ID: _____

MPO ☐ Yes ☐ No

MPO ID (From TEAM): _____

CONTACT PERSONS (ONE IS REQUIRED)

Contact Persons Name

Mailing Address:

Street

City, State, Zip Code

County

Officers Title

Email Address

Office Phone

Fax Number

Website Address

Contact For (Check all that apply):
☐ CEO ☐ Grants ☐ Equal Employment Opportunity (EEO) ☐ General FTA Issues
☐ Disadvantaged Business Enterprise (DBE) ☐ Electronic Clearing House Operation (ECHO) System
☐ 504 ☐ Title VI ☐ Metropolitan Planning Organization (MPO)

CODES (This section completed by Reports and Analysis/Accounting office only)

Urbanized Areas Click for Reference

UZA ID **State**

Standard Metropolitan Statistical Area Codes Click for Reference

SMSA Codes

Congressional Districts Click for Reference

State ID **District Codes** **Geographical Location**