

## **VENDOR INFORMATION**

1. New and existing vendors doing business with Quinsigamond Community College are required to provide their current tax status.
2. Vendors will only be entered into the College's Vendor System if the vendor is actively doing business with the College, and upon request of the department in need of the good or service.
3. To change any information regarding your tax status or address, please email the information to [Accounts Payable](#)
4. Original tax forms such as W-9's, must be mailed to:

Quinsigamond Community College  
670 West Boylston Street  
Worcester, MA 01606  
Attn: Purchasing Department