

## PRE-REGISTRATION CHECKLIST

Before beginning the online registration process, please review this checklist as a guide in gathering required information and documentation to expedite the registration process. The Important Information section on the website provides additional documents and forms.

Establish your own Login Name and Password			
Login Name			
Password			

*Main Contact Information:				
First Name		Phone Number		
Last Name		Fax Number		
Title		Email Address		

\*You will be given the option to enter additional contacts. Review the commodity listings to aid in selecting the products or services each contact supports.

Company Information:				
Company Name		D&B #		
Mailing Address		Tax ID		
Remit To Name				
<b>Remit To Address</b>				

## **Registration Questions (not all-inclusive)**

\*Have you provided services or materials for OPC, GTC, or GSOC (currently or in the past). If registering at GTC request, give name of person working with

\*Attach W-9 (or equivalent if non-US entity)

\*Enter State or Province of Incorporation

\*Total number of permanent (full-time and part-time) employees

\*Attach a current Organization Chart or a list of primary contacts.

\*Please attach copies of your Company Financial Statement or Bank References for the most recent fiscal year.

\*Please attach a copy of your most current interim financial statement, if applicable.

\*Please attach applicable certificates of insurance itemizing your corporate casualty program.

\*If you registered as a certified Diversity business, please attach your certification

\*Download, sign, and attach GTC Lobbying Certification, if registering for GTC

\*Attach completed Qualification Questionnaire, with supporting documents, that is applicable to your business

\*\*The Qualification Questionnaire that pertains to your business type will determine additional document requirements.\*\*

\*GTC construction and maintenance contractors must provide the following: OSHA violations, OSHA 300/300A forms, safety program, EMR

\*Georgia Secretary of State registration - applicable to corporations, llcs, and limited partnerships

**Disclaimer:** 

We require completion of the registration and qualification process prior to awarding business to a new company. While registration does not guarantee approval or inclusion in bidding events, it enables us to contact you to further identify your business capabilities when opportunities arise.

## PRODUCTS AND SERVICES □ INSULATORS □ ANCHOR BOLTS □ APPRAISAL □ INVESTMENT RECOVERY □ ARRESTERS-SURGE □ LABORATORY TESTING BATTERIES □ LAND SURVEYING □ BREAKERS □ LANDSCAPE SERVICES **D BREAKER-REGULATOR SERVICES** □ LETTERS, NUMBERS, SIGNS, MARKERS □ LINE TUNERS, TRAPS, REACTORS □ BUS-ALUMINUM □ CABLE TRENCH SYSTEMS □ METER CALIBRATION TESTING **CAMERAS - DIGITAL** □ MISCELLANEOUS DEBRIS REMOVAL □ CAPACITOR BANKS □ OFFICE EQUIPMENT & SUPPLIES CLEARING - TRANSMISSION LINE OPERATIONAL VISUAL INSPECTIONS **COMMUNICATIONS AND RELAY** □ OTHER SERVICES **COMMUNICATIONS SERVICES** □ PAINTING SERVICES **COMPUTER HARDWARE** □ PANEL ASSEMBLY AND WIRING **COMPUTER SOFTWARE D** POLES AND STRUCTURES □ CONSULTING SERVICES □ **PRINTING CONTRACT WORKERS** D P&C, METERING, AND RELAY EQUIPMENT **CONTROL HOUSES AND EQUIPMENT RADIO PROPOGATION STUDIES CONSTRUCTION - LINE AND STATION REGULATORS HIGH VOLTAGE** □ RIGHT OF WAY AND LAND **CORRECTIVE SITE WORK DAMPERS AND SPACERS** □ **RIGHT OF WAY MOWING DESIGN ENGINEERING** □ SAFETY SUPPLIES, TOOLS, MISC, **D** ELECTRICAL AND ELECTRONIC EQUIPM □ SALVAGE **D** ENGINEER, PROCURE, CONSTRUCT □ SECURITY ENVIRONMENTAL SERVICES □ SIDE TRIM AND PERFECTION **ERECTION CONSTRUCTION** □ SITE PREPARATION AND GRADING **EROSION CONTROL** □ SOLID WASTE DISPOSAL **EQUIPMENT INSTALLATION & MAINTENANCE** □ STEEL-STRUCTURAL $\Box \quad FENCE SERVICES$ □ SUBSCRIPTIONS □ FORMS □ SUPPLIES **FOUNDATION SERVICES** □ SWITCHES □ FUSES - POWER, HIGH VOLT,CO □ TEST ENGINEERING **GENERAL SUBSTATION SERVICES** □ TRAINING **GEOTECHNICAL ENGINEERING TRANSFORMER STATION SERVICE GLOBAL POSITIONING SYSTEM TRANSFORMER-INSTRUMENT GROUNDING TRANSFORMER-POWER GROUNDS MAINT. HERBICIDE APPLICATION** □ TREE CREW □ HARDWARE-TRANSMISSION LINE □ VEHICLES □ WILDLIFE PROTECTION **D HERBICIDE AND RELATED PRODUCTS** □ INSPECTION SERVICES □ WIRE,CABLE **\*\*SEE COMMODITY LISTING UNDER RELATED AREA OF INTEREST FOR FULL COMPREHENSIVE SELECTION\*\***

Additional help is available in the FAQ and Registration guides. Please direct questions regarding registration to SupplierReg@gatrans.com