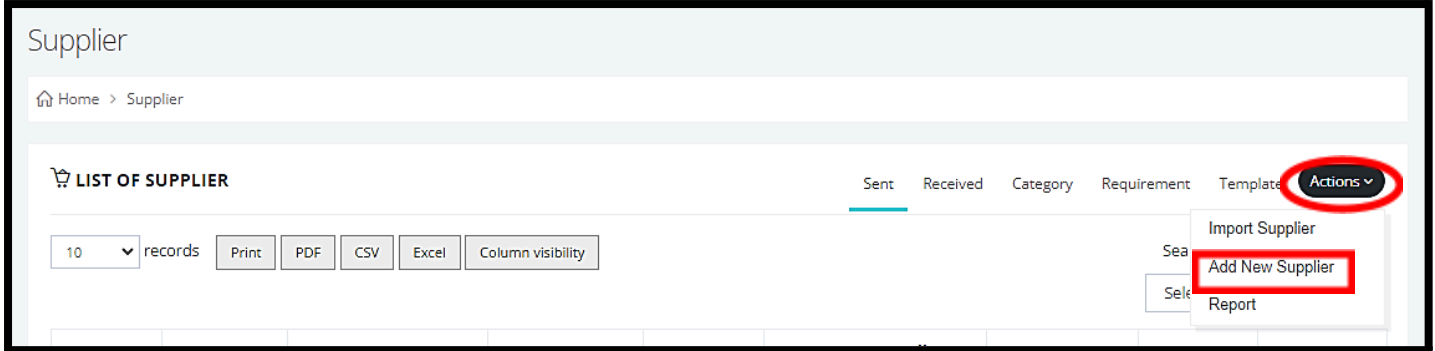
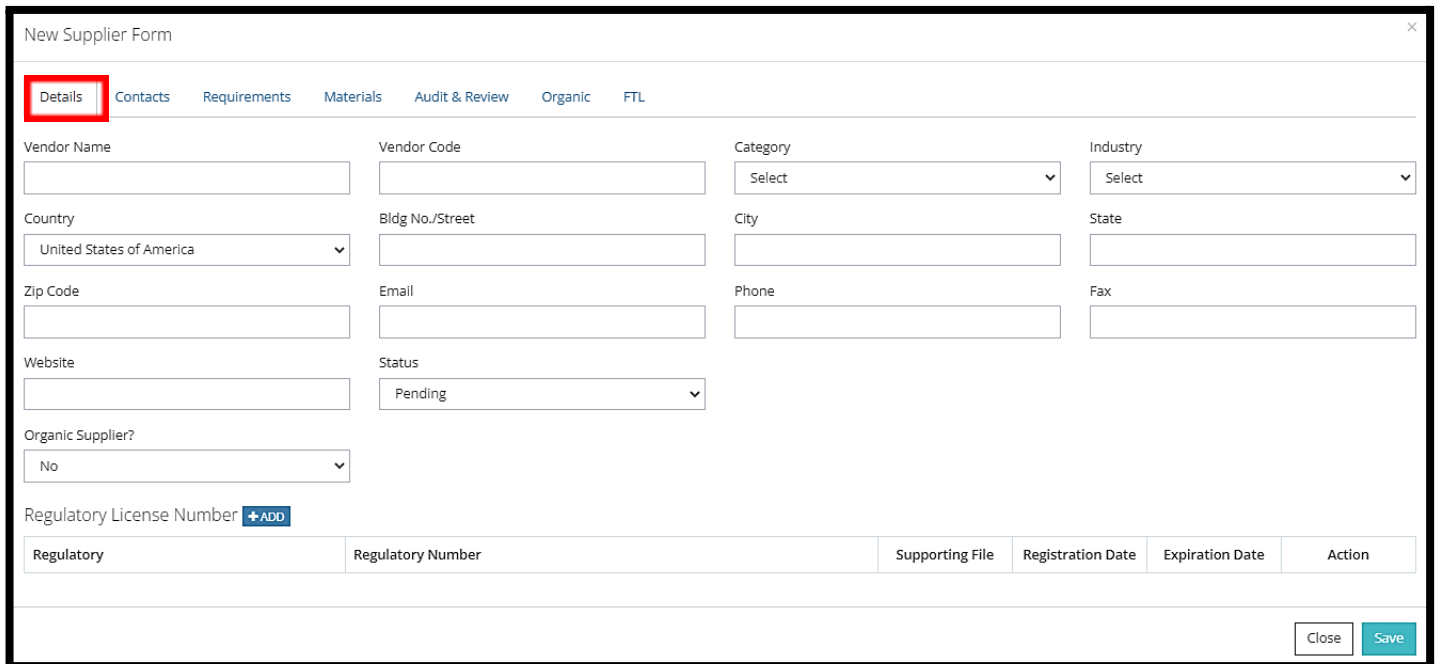


SUPPLIER

HOME > ACTIONS > ADD NEW SUPPLIER > Details



1. New Supplier Form: Details – Fill out the following:



Vendor Name	Input the vendor's/supplier's legal or official business name.
Vendor Code	Input designated internal vendor code (if any.)
Category	This describes the type of business or service of the vendor/supplier. Select from the dropdown list in the system.
Industry	This refers to the line of products or services the vendor/supplier has to offer. Select from the dropdown list in the system.

Address	Input the Country, Building No./Street, City, State, and Zip Code.
Contact Details	Input Email, Phone, Fax, and Website (if any.)
Status	Select the current status of the supplier. (e.g., Pending, Approved, Non-approved, Emergency Use Only or Spot Purchasing, Do Not Use, Active, and Inactive)
Organic Supplier	Select 'Yes' if the supplier manufactures, processes, packs, or holds organic food for sale. Select 'No' if not.
Regulatory License Number	Add a License Number from a Regulatory body, if any. Click +ADD