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Vendor Requirement Form

Instructions: You have been invited to this site to upload certain documents for reference by Pantheon in the course of your business relationship with the company.

Please complete ONLY the designated portion below by submitting your attachment and identifying your point of contact:

A. Vendor details:

Complete Vendor Name	
Vendor Contact person	
Vendor Contact number	
Country of Registered Business	
Vendor Email address	
Signature	
Date submitted	

For payment:

Vendor AR Contact Name	
Vendor AR Email Address	

B. Requirements:

Check this box if your business is registered with the **United States of America** . *(Otherwise, skip to next requirement)*

- Fully accomplished W-9 (cf. Kristy Decker and Pantheon Finance) [Download form here](#)

- Brief description on the service/product the vendor supplies and reason needed:
- Pantheon Contact Person email.:
- Agreed upon payment terms:
- How would you like to be paid? (**Choose 1**)

Bill.com

Network ID:

Bank ACH

Bank Account Name:

Routing #:

Account #:

Physical Check

Payment Mailing Address:

*Please send invoices to **payables.pantheon@bill.com** and all AP questions/correspondence to **payables@pantheon.io***