



CITY OF ROCKFORD, ILLINOIS

425 EAST STATE STREET
61104

LAWRENCE J. MORRISSEY
MAYOR

ANDRES SAMMUL
FINANCE DIRECTOR

January 3, 2007

Dear Prospective Supplier:

The following is submitted in lieu of a credit application.

Business History: The City of Rockford is a municipality of the State of Illinois. The City has approximately 1200 employees and has an overall budget that exceeds \$221,000,000 for the fiscal year 2007.

Purchasing Policy: Purchases are executed through Purchase Orders, Contract Release Orders (CRO) or Purchasing Cards. Purchase Orders are issued only by the Purchasing Department. CROs or P-card purchases may be issued by all City agencies.

Officer Directory:

Larry Morrissey	Mayor
Patrick Hayes	Legal Director
Andres Sammul	Finance Director
Carrie McCarren	Central Services Manager (Purchasing)

Contact person:

Carrie McCarren, Central Services Manager
425 East State Street
Rockford, IL 61104
Telephone No.: (815) 987-5565
Fax No.: (815) 987-5562

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Billing Information:

Remit all invoices to:
 City of Rockford Accounting Division
 425 East State Street
 Rockford, IL 61104-1068

All invoices must reference the PO or CRO number. Invoices for completed orders are normally paid within 30 days of receipt. Do not send invoices to Purchasing or to the shipping address.

Direct all questions about invoices/payments to the appropriate Accounts Payable contact.

Title	Name	Telephone No.	Fax No.
Account Clerk	Cheryl Matczak	(815) 987-5598	(815) 961-3154
AP Supervisor	Walt Watson	(815) 987-5597	(815) 961-3154

Tax Exempt Status Information:

The City of Rockford as a municipality is exempt from payment of Illinois Retailers' Occupation Tax, Service Occupation Tax or Service Use Tax, Federal Excise and Transportation Tax.

- Tax Exemption ID #E9992-3912-05
- Federal Employment ID #36-600-6082

Bank Reference:

Associated Bank
 612 N. Main Street
 Rockford, IL 61103

Contact Person: Jim Hoadley
 Telephone No.: (815) 987-3547

Trade References:

NAME	ADDRESS	TELEPHONE
Rockford Blacktop Construction	5290 Nimtz Road Loves Park, IL 61111	(815) 654-4700 Maxine Peterson
Mid-City Office Products	2106 Harlem Road Loves Park, IL 61111	(815) 633-3066 Steve Thorsen
Northern Illinois Service	4781 Sandy Hollow Road Rockford, IL 61109	(815) 874-4422 Wayne Klinger

Sincerely,
 Carrie McCarren
 Central Services Manager
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Illinois Department of Revenue

Office of Local Government Services
Sales Tax Exemption Section, 3-520
101 W. Jefferson Street
Springfield, IL 62702
217 782-8881

January 7, 2005

CITY OF ROCKFORD
COMPTROLLER, CITY HALL BLDG
425 E STATE ST
ROCKFORD IL 61104

Effective January 1, 2005, we have renewed your governmental exemption from payment of the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Use Tax, as required by Illinois law.

We have issued the following new tax exemption identification number:

E9992-3912-05
to
CITY OF ROCKFORD
of
ROCKFORD, IL

The terms and conditions governing use of your exemption number remain unchanged.

Office of Local Government Services
Illinois Department of Revenue