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Dear Vendor,

If you wish to conduct business with the State of Oklahoma, there are certain requirements that must be met. I am sending you a packet to fill out to qualify you to work for the State of Oklahoma. In this packet you will find:

1. State Vendor/payee form
2. Electronic Funds Transfer Authorization
3. Workers comp exempt form (if self-employed with no employees)
4. Information form, (Work you can do, Counties you can work in, how to reach you, etc.)

We also need current general liability insurance information along with worker's comp or exempt insurance showing you're qualified to work in the State of Oklahoma.

Please return the original Vendor /Electronic Funds Transfer Authorization Form, your general liability insurance and your worker's comp insurance in the enclosed envelope.

Thank you for your attention to this matter.

Sincerely,

Tonja DeFatta, CPO
Real Estate Management Division
Tonja.defatta@clo.ok.gov
405-521-4149

Cc: file/
Floyd Evans, Natural Resource Conservationist