

**UNION BANK OF COLOMBO PLC
SUPPLIER REGISTRATION FORM**

1. Name of the Business Organization:

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2. Address of the Registered Office:

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3. Nature of the Business Organization:

Sole Proprietor / Partnership / Limited Company / Other (specify)

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4. General Information

i. Contact Person and Designation:

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ii. Tel.:

iii. Fax:

vi. Email:

vii. Web Site:

5. VAT Registration Number

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6. Factory Address(es) (if applicable)

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7. Range of Products / Services Intended to Offer

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8. Please provide details of the largest sales in the last financial year including name of company, name of contact person, address and telephone number of the customer and value of sales.

Item Code and Description	Details of Sale	
	Company:	Contact Person:
	Address:	Tel Number:
	Value:	
	Company:	Contact Person:
	Address:	Tel Number:
	Value:	
	Company:	Contact Person:
	Address:	Tel Number:
	Value:	
	Company:	Contact Person:
	Address:	Tel Number:
	Value:	
	Company:	Contact Person:
	Address:	Tel Number:
	Value:	

9. Certification:

I, the undersigned, warrant that the information provided in this form is correct, and in the event of changes details should be provided as soon as possible:

Name Designation

Signature Date

Company Seal

IMPORTANT:

The completed form along with copies of below mentioned documents should reach the below recipient.

- ◆ Copy of the company / business registration certificate
- ◆ Supplier profile
- ◆ Statements of the recent financial year
- ◆ Quality assurance certifications
- ◆ Post product brochures
- ◆ Identity / passport copies of the directors
- ◆ List of names of the directors with the contact details

Senior Manager - Administration & Premises
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