

VENDOR PAYMENT INFORMATION PLAN

INFORMATION: ☐ NEW ☐ UPDATED

I. VENDOR INFORMATION

1. NAME: _____
(Type or print Company's full name)
2. ADDRESS: _____ 3. CITY: _____
4. STATE: _____ 5. ZIP CODE: _____
6. CONTACT PERSON: _____ 7. PHONE NUMBER: _____ EXT: _____
(Type or print full name)
8. COMPANY TIN NUMBER: (9-digit Tax ID Number): ☐ EIN: _____ OR ☐ SSN: _____
9. DUNS NUMBER (9 Digits): _____ 10. DUNS + 4 (4 Digits): _____ 11. CAGE CODE (5 Characters): _____
12. TYPE OF BUSINESS: ☐ SMALL BUSINESS (Per 13 CFR 121) ☐ MINORITY-OWNED ☐ WOMAN-OWNED
13. CONTRACT NUMBER(S) (List all contracts associated with this information for which payments are to be made to this account)
11. COMPANY REPRESENTATIVE: _____ 12. PHONE NUMBER: _____
(Type or print full name)
13. DATE: _____ 14. SIGNATURE: _____

II. FINANCIAL INSTITUTION INFORMATION

(The information requested on this form concerning your financial institution should be available through your company's treasurer or the financial institution.)

1. NAME OF FINANCIAL INSTITUTION: _____
2. EFT NUMBER: (Financial institution's 9-digit ABA identifying number for routing transfer of funds.) _____
3. VENDOR **CHECKING ACCOUNT** NUMBER TO BE CREDITED WITH FUNDS: _____
- NOTE: Wire transfer numbers are not accepted.**

III. CONTRACT OFFICE (Government Use Only)

1. CONTRACT OFFICER NAME: _____ 2. PHONE NUMBER: _____
(Type or print full name)
3. DIRECTORATE/OFFICE: _____
4. DATE: _____ 5. SIGNATURE: _____

Please submit completed form to room 15D17J.

PRIVACY ACT STATEMENT

Authority: 50 U.S.C. 401 et seq.; 5 U.S.C. 301 Departmental Regulations; E.O. 9397 (SSN); E.O. 12958, as amended.

Purpose(s): The purpose of this system is to record all NRO financial transactions pertaining to procurements, travel, financial data used to manage independent contractors for 1099 reporting purposes and other financial transactions. This system is a main focus of the annual financial statement audit.

Routine Uses: In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, under QNRO-25, "Financial Management Systems" these records or information contained therein may specifically be disclosed outside the National Reconnaissance Office as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows: The DoD 'Blanket Routines Uses' published at the beginning of the National Reconnaissance Office's compilation of systems of records notices apply to this system.

Disclosures: Disclosure of information is voluntary; however, failure to provide complete information may delay processing of the form.

CL BY:
DRV FR:
DECL ON:

OPR: BPO/FIN/MODS

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PREVIOUS EDITIONS ARE OBSOLETE

UNCLASSIFIED UNTIL FILLED IN

Classify Appropriately When Filled In

NF3-13, MAY 2015

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