

THE SCHOOL DISTRICT OF OSCEOLA COUNTY, FLORIDA

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SCHOOL BOARD MEMBERS

- District 1 – Jay Wheeler
407-462-6598
- District 2 – Julius Melendez, Vice Chair
407-922-5113
- District 3 – Cindy Lou Hartig, Chair
407-462-5781
- District 4 – Barbara Horn
407-462-5642
- District 5 – Tom Long
407-462-5782



Superintendent of Schools
Terry Andrews

July 1, 2011

TO: Firms who are Interested in Registering with
The School District of Osceola County, Florida

SUBJECT: New On-Line Vendor Registration and Solicitation Notification System

The Osceola School District Purchasing Department has implemented VendorLink, a free on-line vendor registration and solicitation notification system. All Vendors who are interested in receiving email notifications of the District's solicitations must register on-line and maintain all of their information required for automatic notifications of solicitations. The Purchasing Department has discontinued the faxing of notifications.

Please visit our website at <https://vendorlink.osceola.org/vendor/common/login.aspx> in order to view detailed instructions and to register your firm. When you arrive at the website, click on the "Register" Link at the top of the page and follow the instructions. You may call the Purchasing office at 407-870-4630 between 8:00 A.M. and 4:30 P.M. for assistance with completing this on-line process.

We appreciate your interest in doing business with the District, and are looking forward to providing this new automated service to your firm.

Sincerely,

Cheryl L. Olson

Cheryl L. Olson, CPPO, C.P.M., CPM, FCCN
Director of Purchasing and Contracts, Property and Warehouse