

Escambia County School District (ECSD)

VENDOR/CONTRACTOR/NON-PROFIT REGISTRATION FORM

The vendor's services must already be engaged before filling out this form.

Date: _____

1. BADGE INSTRUCTIONS

1. Complete the information below in sections 2 and 3.
2. Return the completed form to: procurement@ecsdfi.us
3. Once your purpose has been validated, a Fieldprint Code will be issued and provided to you via either phone or email. If your badge request purpose cannot be validated, you will not be issued a code.
4. Schedule your appointment by going online to <https://www.fieldprintflorida.com/>
5. Notification will be sent via email or phone when badges are ready for pick-up. Badges will be picked up from Human Resources located at 75 N.Pace Blvd, Pensacola FL 32505

If you have additional questions, please call 850-430-7689.

2. PURPOSE FOR BADGE REQUEST

Name and email address of person at the School/Dept. engaging the vendor: _____

Purpose for Badge Request: _____

School/Location/Dept. (Where services will be provided) _____

3. APPLICANT INFORMATION

PRINT Applicant Name _____

PRINT Company Name (if applicable) _____

PRINT Contact name and title of person receiving status (if applicable) _____

PRINT Email Address (required) _____

PRINT Address 1 _____

PRINT Address 2 _____

PRINT City/State/Zip _____

Phone _____ Fax _____

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FOR USE BY ESCAMBIA COUNTY SCHOOL DISTRICT

School/Dept. Approval By: _____ DATE _____

INFORMATION ENTERED BY: _____ DATE _____

Revised: 10.1.2021

Send completed form to Brandy Simpson bsimpson@ecsdfi.us