

Dear Supplier:

This letter is in response to your request for information regarding Edmonds College. Most inquiries contain requests for information that is not applicable to the State-supported College. However, this letter may answer all of your questions and we hope you find it useful to your needs.

GENERAL INFORMATION

1. Edmonds College (EC) is one of 34 community and technical colleges in the Washington State Community and Technical Colleges System. The College is a State of Washington governmental agency.
2. The College's *mailing address* for business is:
Edmonds College
20000 68th Avenue West
Lynnwood, WA 98036

The *delivery address* for most deliveries is:
Edmonds College
Central Receiving, Bay 6
7014 196th Street SW
Lynnwood, WA 98036

Invoices and payment requests should be directed to the EC Accounts Payable Office, 20000 68th Avenue West, Lynnwood, WA 98036, 425.640.1484 or by email to ap@edmonds.edu. Information or questions concerning the purchase of goods, equipment or services should be directed to the EC Purchasing Office at purchasing@edmonds.edu.

3. The College's Email: info@edmonds.edu
4. The College's Bank of Record is:
U.S. Bank of Washington
19420 Highway 99, PO Drawer A
Lynnwood, WA 98036
Telephone: 425.775.5444
5. References:
MicroK12
12631 Beverly Park Road
Lynnwood, WA 98037
Telephone: 425.778.7337

Workpointe
Ben Petersen, VP Finance & Operations
9877 40th Avenue South
Seattle, WA 98118
Telephone: 206.774.6881
ben@workpointe.com

Grainger
1657 Shermer Road
Northbrook, IL 60062
Telephone: 800.472.4643 or 888.326.8599

6. Federal Tax identification Number: 91-0825212
7. UBI Number: 600-401-273