

Vendor Registration: Enter Information

- Select Create Account for a new registration

Vendor Registration: Enter Information

UHS' vendor registration process is now faster and easier. It is important that our buyers have accurate and up-to-date information about your firm to ensure that you are aware of the business opportunities from which you can benefit.

The process involves 2 steps:

- Step 1: Create an account in our vendor management system.
- Step 2: Submit a vendor questionnaire.

To continue, please select an option below.

New Registration

Your firm is not currently registered.
[Create Account](#)

I Forgot My Username & Password.
[Lookup Account](#)

Renew or Update Your Registration

I Know My Username & Password
[Login](#)

I Forgot My Username & Password
[Lookup Account](#)

If you require technical assistance while completing the application, please use our [online support form](#).

This step is checking to see if you already have a registration/application in the system.

- If you do, update the information.
- If not, continue to create your account.

* required entry

Section 1: Business Lookup

TAX ID NUMBER * Enter your firm's Tax ID Number and click **Lookup** to check if an account already exists.

(Federal Tax ID, 9 numbers, do not enter dashes or spaces)

Section 2: Business Information

BUSINESS NAME *

DBA NAME

COMPANY TYPE *

COMPANY ETHNICITY

COMPANY GENDER

Section 3: Business Contact Information

MAIN COMPANY EMAIL *

MAIN PHONE *

MAIN FAX

COMPANY WEBSITE

COMPANY ADDRESS * [Enter a location](#) Line 1
 Line 2
 Line 3

CITY *

STATE/PROVINCE * U.S. States/Provinces or Canadian Provinces

ZIP CODE/POSTAL CODE * U.S. Zip Code or Canadian Postal Code

COUNTRY * [United States](#)

Section 4: Company Contact Person

NAME * First name Last name

TITLE

EMAIL/USERNAME * [Copy from above](#)

PHONE NUMBER * [Copy from above](#) Ext.

FAX NUMBER [Copy from above](#)

CHOOSE PASSWORD *

RETYPE PASSWORD *

TIME ZONE * [US/Central](#)

Password requirements:
 ▶ Must be at least 6 characters long

Next

After your account is created, fill out the vendor questionnaire.

Questionnaire: Edit Questionnaire

This application is for firms that wish to be recognized as a registered vendor with Columbus Regional Airport Authority (CRAA) and listed in CRAA's Vendor Registry. In order to submit your CRAA Vendor Registration, please note fields marked with red asterisk are required and must be answered. You may also attach, in electronic format, the rec
Note: Failure to provide the required information and documentation may result in a process delay and/or rejection of your application.

*** required entry**

Questionnaire	
Name	Columbus Regional Airport Authority Vendor Questionnaire
Description	This Vendor Questionnaire is for firms that wish to do business with CRAA

Entity Information	
Contact for this submission *	<input type="text" value="CRAA Test1"/> Select a contact person for this record; all notices will be sent to this person.
Company Email *	<input type="text" value="idtest2@b2gnowuser.com"/>
Tax ID Number *	<input type="text" value="00000000"/> (Federal Tax ID)
Company Type *	<input type="text" value="Sole Proprietorship"/>
Physical Address *	Address <input type="text" value="3311 West State Street"/> <input type="text"/> City <input type="text" value="Boise"/> U.S. States/Provinces <input type="text" value="ID"/> or Canadian Provinces <input type="text"/> U.S. Zip Code <input type="text" value="83707"/> - <input type="text"/> or Canadian Postal Code <input type="text"/> Country <input type="text" value="United States"/>

Mailing Address *	Address	<input type="text" value="3311 West State Street"/>
		<input type="text"/>
	City	<input type="text" value="Boise"/>
	U.S. States/Provinces	<input type="text" value="ID"/> or <input type="text" value="Canadian Provinces"/>
	U.S. Zip Code	<input type="text" value="83707"/> - <input type="text"/> or <input type="text" value="Canadian Postal Code"/>
	Country	<input type="text" value="United States"/>

Primary Contact	
Name *	Enter First and Last Name <input type="text"/>
Title *	<input type="text"/>
Phone Number *	Format as ###-###-#### <input type="text"/>
Email *	Format as name@example.com <input type="text"/>

Secondary Contact	
Name *	Enter First and Last Name <input type="text"/>
Title *	<input type="text"/>
Phone Number *	Format as ###-###-#### <input type="text"/>
Email *	Format as name@example.com <input type="text"/>

Business Information	
Primary Owner Gender *	<input type="radio"/> Female <input type="radio"/> Male
Primary Owner Ethnicity *	<input type="radio"/> African American <input type="radio"/> Asian/Indian (Subcontinent) <input type="radio"/> Asian/Pacific Islander <input type="radio"/> Hispanic <input type="radio"/> Native American <input type="radio"/> Non-Minority <input type="radio"/> Other <input type="text" value="Enter ethnicity not listed above"/>

Your business is certified as: *

- Not Applicable
- Disadvantaged Business Enterprise (DBE)

Provide the certifying agency:

Attach	Document
Attach	Certificate or Letter of Certification from a Recognized Certifying Agency

Business Classification

Professional Services *

Check all that apply.

- Not Applicable
- Concessionaire Consulting
- Graphics
- Insurance Consulting
- Land & Building Appraisals
- Land Acquisition
- Legal Services
- NAVAIDS Analysis
- Pat 77/TERFS Analysis
- Real Property Appraisals
- Real Property Surveying
- Risk Management

Design/Architectural/Engineering *

Check all that apply.

- Not Applicable
- Acoustics
- Airfield & Terminal Simulations
- Airfield Civil Engineering
- Airport Layout Plans
- Airport Master Planning
- Airport Planning
- Architecture/Engineering
- Benefits Cost Analysis
- Cost Estimating
- Electrical/Mechanical Consulting
- Environmental
- Environmental Site Assessments
- Geotechnical/Testing
- Land Use Planning
- Landscape Architecture
- Landside Civil Engineering
- NEPA Evaluations
- Part 150 Noise Compatibility
- Roadway Design
- ROW Acquisition
- Storm Water Management
- Structural Consulting
- Structural Consulting Bridges
- Surveying
- Traffic Engineering
- Utility Locating
- Wayfinding Signage

Construction/Construction Management *

Check all that apply.

- Not Applicable
- Construction Inspection
- Construction Management
- SRM/SMS

Technology Services *

Check all that apply.

- Not Applicable
- Services offered
i.e.: Web Design, Data Management, etc.
- Software - AutoCAD
- Software - Check Point
- Software - Cisco
- Software - Primavera P6
- Software - Primavera PDM
- Software - Profix
- Software - Solar Winds
- Hardware - Aruba
- Hardware - Avaya VOIP
- Hardware - Cisco

General *

Check all that apply.

- Not Applicable
- Concessions
- Consulting
- Goods & Services
- Retail
- Staffing
- Training/Education
- Other

Enter Business Classification not listed above.

Commodity Codes

Assigned Commodity Codes *

Click the **Add Commodity Codes** button to lookup and add commodity codes

Add Commodity Codes

No Codes Assigned

Once you have successfully entered your vendor questionnaire it will be in a pending status until it is reviewed by CRAA, you will see the following screen.

COLUMBUS Dashboard

Displaying records assigned to

Questionnaires

Submitted, Pending Review 1

COLUMBUS Dashboard

Displaying records assigned to

Questionnaires

Submitted, Pending Review 1

Certification Center

If your firm holds active certifications (DBE/HBE/WBE/DBE/HBE/etc) from any organization, [submit a request](#) to add them to your account.

Key Actions

[Start/Renew Questionnaire](#)
[Take a Training Class](#)

Alerts

No Activated Alerts. [View Pending Alerts](#)

System News

Special Features for Vendors

Check out the **system Wish List** to submit ideas for system enhancements, vote on others' suggestions, and join the discussion by **adding comments**. We welcome your feedback to build a better system.

If your firm is certified (DBE, HBE, WBE, etc.), active records will appear in the "Certification Center" on the left side of this Dashboard. You can take two important actions:

- Add a date alert** to an active certification to remind you of an upcoming renewal. You can add multiple alerts to any active certification -- for example 90 days, 30 days, and 30 days before the renewal is due.
- If your firm holds a certification that is not listed, **submit a missing certification request**. Our customer support team will review the supporting documentation and take action to add the record to ensure your profile is complete and up-to-date.

Training Classes & Events

Learn more about the system with our regular training classes and see upcoming events relevant to your business. [View details](#).

[View events & RSVP today](#)

[View all System News](#)

Configure

[Change Your Password](#) [Business Info](#)
[Edit Your User Account Settings](#) [Profile Setup](#)
[LINK/ADD Library](#) [Main Contacts](#)
[Commodity Codes](#) [REG/Workforce Comp.](#)

Once your vendor registration/questionnaire is approved, you will see the following.

COLUMBUS Dashboard

Displaying records assigned to

Questionnaires

Active/Accepted 1

This is the link to sign up for the monthly training classes offered by B2GNow.

Key Actions

[Start/Renew Questionnaire](#)

[Take a Training Class](#)

