



# BUYER REGISTRATION

## WELCOME TO THE MENDOLAKE FOOD HUB!

To help us best serve you, please fill out the following information about your business. Contact information is for internal communications only and we never share your information with outside parties.

BUYER CONTACT NAME \_\_\_\_\_ DATE \_\_\_\_\_

BUSINESS \_\_\_\_\_

OWNER/MANAGER CONTACT NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

MOBILE PHONE \_\_\_\_\_ SECONDARY PHONE \_\_\_\_\_

ACCOUNTING CONTACT NAME \_\_\_\_\_

ACCOUNTING CONTACT PHONE \_\_\_\_\_

ACCOUNTING CONTACT EMAIL \_\_\_\_\_

\_\_\_\_ Yes! Sign me up for your e-mail newsletter with availability lists and specials.

\_\_\_\_ Yes! Sign me up for text reminders when the ordering cycle is open.

My preferred contact method is (select all that apply).

Text Message: Phone Number \_\_\_\_\_

Email: Email Address \_\_\_\_\_

Phone Call: Phone Number \_\_\_\_\_

What types of produce do you use on a regular basis? Are there any special ingredients you'd like to find?

Do you have any special instructions or directions for our delivery drivers? If so, please outline here:



# BUYER REGISTRATION CONTINUED

## BUSINESS PROFILE

We want to promote your work! Tell us a little bit about your business so we can spread the word.

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Who We Are/About Us

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What We Do

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*If you have good quality pictures of your businesses, any special menu items, your produce department, etc., that you'd like us to share and promote, please attach them with this registration packet.*

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**Please sign below that you agree to the following requirements for purchasing with the MendoLake Food Hub:**

Payment is due within 30 days for any goods received. Checks can be made payable to The MendoLake Food Hub and mailed to 413 N. State St., Ukiah CA 95482.

- I agree to inspect my order upon delivery and communicate with MendoLake Food Hub staff about any quality, pack or grading discrepancies within 24 hours of delivery so that they can be promptly resolved.
- I authorize the MendoLake Food Hub to use information provided in the Business Profile above to promote my business to the general public.

By signing below, the buyer agrees to payment terms and conditions and affirms that all statements made about their business in the "profile" section of this agreement and online are true, correct, and complete to the best of their knowledge.

BUYER \_\_\_\_\_ DATE \_\_\_\_\_

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**Registration packets can be emailed to [cradice@ncoinc.org](mailto:cradice@ncoinc.org), or mailed to:**

The MendoLake Food Hub  
North Coast Opportunities  
413 N. State St.  
Ukiah CA 95482