

Managing Company Details

Company Details

Company Details – To update information on this page select the button titled “Change”. Update fields as appropriate. Required fields are indicated with an asterisk (*).

NOTE: To keep data integrity with IRS records, Fairfax County vendors may have limited edit capabilities on this screen. Company detail updates may be provided to us via the [Supplier Request Form](#) along with a W-9.

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Company Data

Settings

Change

* Required Entry

Company Details			
Name of Company *	RSL TEST CANADIAN BIDDER	DBA ("Doing Business As" Name)	
D-U-N-S Number	000000008	Business Classification Code*	-
Certification Expiration Date		Certified By	
Vendor Number	1500057731		

[Please click here to view your NIGP product codes](#)

- Name of Company * - The company’s legal name.
- DBA (“Doing Business As” Name) - Also known as a Trade name.
- Business Classification Code - Use the Dropdown box to select your company’s appropriate classification. If your company’s classification is unknown select the default of X00. This field will populate to the default once the change button has been selected. For further assistance selecting your correct classification review [How to choose the correct classification code](#).
- Certification Expiration Date – If your business classification is certified by bodies such as: the Virginia Department of Minority Business Enterprise ([DMBE](#)), the Virginia Minority Supplier Development Council ([VMSDC](#) or [NMSDC](#)), Women’s Business Enterprise National Council (WBENC or WBENCNOVA) or other similar certifying agency please indicate the date it will expire. If you indicate a date in this field the Certified by field must also be populated.
- Certified by field – Indicate what agency certified your company’s Business classification. If you indicate a certifying agency in this field the Certification Expiration Date field must also be populated.
- Also in the company details Administrators can manage company NIGP product codes. For further information click [Managing NIGP product codes](#).