

CORNING **Supplier Enrollment/ Information Update** for Non-US Companies

The information provided as part of this Package will be entered into Corning's ERP system and will be used for the creation of Purchase Orders and the Payment of valid invoices. Failure to accurately complete all required information will delay processing and may cause rejection.
Refer to URL: http://www.corning.com/about_us/suppliers/supplier_enrollment.aspx for additional information.

Today's Date:

Language this form is completed in:

Section 1: Supplier Information

Purpose of Form Submission*: **New Supplier Enrollment** **Current Supplier information update, please provide Corning's Vendor Id or a recent PO #, and a description of change:**

Company Name

Company Name in English* (max 35 digits)

Trading As (Doing Business As)

Division

Supplier Web Page Address (URL):

Government ID/Company Reg. No /Chamber of Commerce Registration No.

Value Added Tax (VAT) Applicable Yes No

If yes, Home Registration Country: VAT ID

Dun & Bradstreet Number (D&B) (9 digit)

Section 2: Supplier Contact Information

Specify the Sales Representative and the appropriate contact to address Billing and Payment questions.

	Contact Name	Contact Phone: +1 (999) 999-9999	Contact E-mail
Sales Representative:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Billing & Payment Inquiries:	<input type="text"/>	<input type="text"/>	<input type="text"/>
Customer Service:	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 3: Purchasing Information

Name of Corning Buyer/Contact (*Required)

Purchase Order Delivery Method: [\(Enter only ONE method\)](#) [Contact your buyer regarding other options](#)

FAX Number OR E-mail

Specify the Existing/Active Commercial Agreements you have with Corning? Contract Non Disclosure Certificate of Insurance

For goods imported into the US, will Corning be the Importer of Record? Yes No

Preferred language for Transactions

Preferred currency for Transactions

Section 4: Remit-To and Buy-From Address Information

	Send Payment/ Remittance Detail to this Address (address that appears on your invoice)	Your Company's Order Location Physical Address (this can Not be a PO Box)	Other instructions for Payments or PO Dispatch
Address (max 4 lines)	<input type="text"/>	<input type="text"/>	<input type="text"/>
City	<input type="text"/>	<input type="text"/>	
State	<input type="text"/>	<input type="text"/>	
Country	<input type="text"/>	<input type="text"/>	
Postal Code	<input type="text"/>	<input type="text"/>	
E-mail	<input type="text"/>	Note: PO's will be faxed or e-mailed per Section 3	

Section 5: Bank Information

Select Payment Method*

If you select an Electronic Payment Transfer method, you must complete the remainder of this section.

Bank Account Information		Financial Institution	
Branch ID (or Transit ID)	<input type="text"/>	Name Assigned to Bank Account	<input type="text"/>
SWIFT Code (8 or 11 digits)	<input type="text"/>	<small>(Must match legal entity name specified in Section 1)</small>	
Bank Account # (include CLABE)	<input type="text"/>	Bank Name	<input type="text"/>
EFT Routing - 9 Digits	<input type="text"/>	Branch Name	<input type="text"/>
Check Digit (2 or 3 digit)	<input type="text"/>	Bank Address (max 4 lines)	<input type="text"/>
CNAPS (Bank Account Type)	<input type="text"/>	City	<input type="text"/>
IBAN #	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	State/ Province	<input type="text"/>
		County	<input type="text"/>
		Country	<input type="text"/>
		Postal Code	<input type="text"/>
		Bank Phone #	<input type="text"/>

Section 6: Authorizations and submitting completed form

The information presented in this package is accurate. I agree that Corning can initiate payments to the bank identified above using the payment and remittance option indicated.

Authorized Individual's Name	<input type="text"/>	Date Authorized	<input type="text"/>
Title	<input type="text"/>		

Use the Submit by e-mail option to create an e-mail to _VendorAdd@corning.com
If possible, please submit the completed form via e-mail.

Use the Print Form option only if you are unable to complete this form electronically
Fax the completed form to +36 1 481 2301

For this information about doing business with Corning, refer to <http://www.corning.com/suppliers/index.aspx>.
This information includes Corning's T&Cs, Transaction Requirements, Supplier Code of Conduct and how to complete this form.

Additional information not requested on this form can be attached as a separate page