



VENDOR NUMBER CHANGES

1



Complete the required
**MyFloridaMarketPlace
(MFMP) registration** for the
new vendor number.

[CLICK HERE](#) to register now!

2



Complete the required
W-9 registration for the
new Federal ID number.

[CLICK HERE TO REGISTER NOW!](#)

3



Complete an application for the new
vendor number and send it along
with any other supporting
documentation (if applicable)
to the Vendor Registration Unit.



NOTE

When completing the application, please complete the “Coversheet” section regarding vendor number changes . Indicate what action you wish for VR to take with the old ID number.