



HOW TO REGISTER WITH THE CITY OF FORT WORTH

- Visit WWW.FORTWORTHGOV.ORG
- Click on **Business**
- Scroll down to **Do Business with Us**
- Choose **Become a Vendor**
- Review **Terms & Conditions**
- Click **I Accept These Terms** to proceed
- At next screen, click **No, I Want to Register**
- Click **Register**
- The first pop-up for registering asks for your Federal ID# or Social Security Number and your company name. The company name entered **MUST** be the same as the invoice you would present for payment to the City of Fort Worth.
- Follow through the screens by clicking **Continue/Save** at the bottom of each screen. The last screen will ask for your commodities (products and/or services that can be provided to the City). This information is utilized to send quotes/bid opportunities to you by email and is also required in order to keep your account active.

Congratulations, you've registered!!
You will receive an email with your registration confirmation.

