

ALL information is required and must be completed entirely before the application will be considered for membership.

Supplier: A business that produces and/or supplies products and sells them to dealers for resale to consumers. This category includes manufacturers, content publishers, importers, and wholesalers.

Company Address: *Please type or print your company's name as it should appear in the Membership Directory.*

Company Name _____

Mailing Address _____

City _____ State/Province _____ Zip _____ Country _____

Main Phone _____ Main Fax _____

Tollfree Phone _____ Tollfree Fax _____

Email _____ Website _____

Billing Address _____

City _____ State/Province _____ Zip _____ Country _____

My preferred mailing address is (check one): Mailing Billing

Company Profile:

Company Established: _____ / _____ Entered School Market: _____ / _____ Number of employees: _____

Federal Tax ID or business license#: _____ Percentage in School Market: _____

Parent Company _____

Alpha Code: Have NSSEA assign my company an Alpha Code. My company Alpha Code is: _____
(1 to 3 character code for use in catalogs and inventory systems.)

Business Type: Check the type(s) that best describe your company. **Engaged in business other than the school market?**
 Manufacturer Content Publisher No Yes _____
 Importer/Exporter Wholesaler please specify

Product Line: Art Supplies School/Office Supplies Equipment/Furniture Instructional Materials

Did a NSSEA member refer you? No Yes _____
(If yes, please specify Company and City/State above.)

Areas of Interest: Check all that apply to receive future materials on these topics.
 Ed Expo Show International Marketing L.E.A.D Activities
 School Equipment Show Legislative Issues

References: This information is **required** and is kept **STRICTLY CONFIDENTIAL**. Please list contact information for two principal dealers you represent. U.S. telephone numbers need to provide the area code. International phone number need to provide the appropriate international dialing code.

Company: _____ Company: _____

Contact Name: _____ Contact Name: _____

Phone: _____ Phone: _____

Company Roster: You may list up to five employees to appear in the *Annual Membership Directory*. For each contact, please list an address if the individual's mailing address is different from the company's mailing address. All employees listed from your company are eligible to receive NSSEA's *Essentials Magazine*, *Essentials Weekly*, *TradeShow Times*, and *MarketWatch* email newsletters, and subscribe to the Member Forum List Serv.

Key Contact – will serve as the main contact person for your company's membership. This individual will receive NSSEA promotion and member sales materials. Please list that person below.

Key Contact Name: _____ Title _____

Address _____

City _____ State/Province _____ Zip _____ Country _____

Phone _____ Ext. _____ Fax _____

Email _____ (Required if Essentials Weekly and/or List Serv boxes are checked below.)

- | | | |
|--|---|--|
| <input type="checkbox"/> List in Directory | <input type="checkbox"/> Receive <i>Essentials</i> magazine | <input type="checkbox"/> Receive <i>Tradeshaw Times</i> (email required) |
| <input type="checkbox"/> Member List Serv (email required) | <input type="checkbox"/> Receive <i>Essential Weekly</i> (email required) | <input type="checkbox"/> Receive <i>MarketWatch</i> (email required) |

Additional Contact #2 Name: _____ Title _____

Address _____

City _____ State/Province _____ Zip _____ Country _____

Phone _____ Ext. _____ Fax _____

- | | | |
|--|---|--|
| <input type="checkbox"/> List in Directory | <input type="checkbox"/> Receive <i>Essentials</i> magazine | <input type="checkbox"/> Receive <i>Tradeshaw Times</i> (email required) |
| <input type="checkbox"/> Member List Serv (email required) | <input type="checkbox"/> Receive <i>Essential Weekly</i> (email required) | <input type="checkbox"/> Receive <i>MarketWatch</i> (email required) |

Additional Contact #3 Name: _____ Title _____

Address _____

City _____ State/Province _____ Zip _____ Country _____

Phone _____ Ext. _____ Fax _____

- | | | |
|--|---|--|
| <input type="checkbox"/> List in Directory | <input type="checkbox"/> Receive <i>Essentials</i> magazine | <input type="checkbox"/> Receive <i>Tradeshaw Times</i> (email required) |
| <input type="checkbox"/> Member List Serv (email required) | <input type="checkbox"/> Receive <i>Essential Weekly</i> (email required) | <input type="checkbox"/> Receive <i>MarketWatch</i> (email required) |

Additional Contact #4 Name: _____ Title _____

Address _____

City _____ State/Province _____ Zip _____ Country _____

Phone _____ Ext. _____ Fax _____

- | | | |
|--|---|--|
| <input type="checkbox"/> List in Directory | <input type="checkbox"/> Receive <i>Essentials</i> magazine | <input type="checkbox"/> Receive <i>Tradeshaw Times</i> (email required) |
| <input type="checkbox"/> Member List Serv (email required) | <input type="checkbox"/> Receive <i>Essential Weekly</i> (email required) | <input type="checkbox"/> Receive <i>MarketWatch</i> (email required) |

Additional Contact #5 Name: _____ Title _____

Address _____

City _____ State/Province _____ Zip _____ Country _____

Phone _____ Ext. _____ Fax _____

- | | | |
|--|---|--|
| <input type="checkbox"/> List in Directory | <input type="checkbox"/> Receive <i>Essentials</i> magazine | <input type="checkbox"/> Receive <i>Tradeshaw Times</i> (email required) |
| <input type="checkbox"/> Member List Serv (email required) | <input type="checkbox"/> Receive <i>Essential Weekly</i> (email required) | <input type="checkbox"/> Receive <i>MarketWatch</i> (email required) |

Product Description: This information is added to our online member database, appears in *NSSEA Essentials* magazine, and is listed in the *Membership Directory & Buyer's Guide*.

When composing your service description, please keep in mind that this text is also used for keyword/product searching through NSSEA's *Service Locator* and on the web site search page www.nssea.org. You will want to make sure that when a potential dealer and/or supplier customer looks for a service and you happen to provide, that your company comes up in the search. Here are a few guidelines:

- 1) Be sure to keep your customers in mind: think of what terms they might use when referring to your product lines. Make those words the basis for your listing. Help those dealer customers find you!
- 2) Keep it simple. Use your 285 characters to list various service types.
- 3) Avoid advertising/hyperbolic wording. NSSEA's policy is to edit out boastful/advertising language.

Please list the products you provide, using no more than **285 characters**, including spaces and punctuation.

Product Group Listings: Define the products that your company produces/supplies by choosing from the industry product categories listed below. Check all that apply.

Art Supplies

- Art papers, canvas, board, film (1)
- Ceramic equipment & supplies (2)
- Chalk & accessories (3)
- Clays, dough, & model compounds (4)
- Craft kits (5)
- Craft supplies: beads, glitter, jewelry, pom poms, wiggleeyes (6)
- Cutting tools: knives, cutters, cropping, scaling instruments (7)
- Drawing materials: pencils, pens, crayons, markers, pastels (8)
- Glues & adhesives (9)
- Inks & dyes (10)
- Paints & paint accessories: brushes, cups, trays, easels (11)
- Measuring Instruments: rules, rulers, T-squares (12)
- Sand art supplies & kits (13)
- Scrapbook supplies (14)
- Sculpting tools & accessories (15)
- Stamping materials (16)
- Stencils/templates (17)

Educational Resources/Materials

- Active Play: mats, play vehicles, play houses, sand/water toys (1)
- Blocks & building systems: unit blocks, construction sets (2)
- Bulletin/display board decorations & accessories (3)
- Charts, sets & accessories: pocket, word wall, etc. (4)
- Children's books: fiction - emergent readers, storybook sets (5)
- Dolls, stuffed animals, puppets and toys (6)
- Dramatic Play: dress-up, homemaking, play furniture, etc. (7)
- Educational carpets, rugs, and flooring (8)
- Educational software (9)
- Electronic learning aids & games (10)
- Felt/Flannel board sets & accessories (11)
- Games: board games, cards, etc. (12)
- Magnetic games, kits & accessories (13)
- Manipulatives (14)
- Maps, globes, and accessories (15)
- Multimedia kits (16)
- Music CDs, cassettes, and records (17)
- Musical instruments & accessories (18)
- Overhead/AV resources (19)
- Puzzles & puzzle racks (20)
- Reference books, dictionaries, text books (21)
- Scientific instruments, kits & supplies (22)
- Scientific models/anatomical models (23)
- Student workbooks & reproducibles (24)
- Teacher/parent resources (25)
- Videos (26)
- Theme units & kits (27)

AGE/GRADE LEVEL (Required. Check all that apply)

- Early Childhood/PreK (EC)
- Kindergarten - Elementary (KE)
- College/Adult Learning (CA)
- Middle School (MS)
- Upper Grades (UG)

Classroom/Office Supplies

- Chart stands & accessories (1)
- Classroom décor & accessories: calendars, posters, paper rolls, signs, trim, borders, etc. (2)
- Computer supplies & accessories (3)
- Die cutters & accessories (4)
- Flags, banners & accessories (5)
- Incentives & rewards (pencils & erasers, charts, awards, certificates, stickers, rubber stamps, etc.) (6)
- Office supplies: staplers, sharpeners, scissors, punches, push-pins, tape & dispensers, etc. (7)
- Organizational supplies & accessories: sorters, trays, filing systems, etc. (8)
- Paper products: writing paper, envelopes, composition books, etc. (9)
- Presentation materials: binders, portfolios, etc. (10)
- Teacher gift items (11)
- Teacher resources: planning, grading, communication, forms, name, tags, plates, passes, charts (12)
- Writing materials: pens, pencils, markers, highlighters (13)

Equipment, Furniture, Fixtures & Accessories

- Audiovisual equipment & supplies (1)
- Bulletin/chalk/dry erase/display boards (2)
- Cabinets, lockers, shelving, and storage systems (3)
- Cafeteria furniture & equipment (4)
- Classroom furniture & equipment (5)
- Cleaning equipment & supplies (6)
- Communication systems & equipment (7)
- Computer furniture (8)
- Computer hardware & accessories (9)
- Copiers, fax machines & accessories (10)
- Flooring & floor coverings (11)
- Lab furniture & equipment (12)
- Laminators & accessories (13)
- Library/display furniture & equipment (14)
- Office furniture & equipment (15)
- Operable partitions/space dividers (16)
- Playground/athletic equipment (17)
- Preschool/early childhood furniture & equipment (18)
- Recreational/drama/athletic equipment & supplies (19)
- Recycling equipment & supplies (20)
- Replacement furniture and seating components (21)
- Seating - Auditorium, stadium, and theater (22)
- Seating - Bleachers and grandstands (23)
- Shades, drapes, fixtures, and accessories (24)

SUBJECT/FOCUS

- | | |
|--|---|
| <input type="checkbox"/> Arts & Crafts/Hobby (AC) | <input type="checkbox"/> Mathematics (MA) |
| <input type="checkbox"/> Basic/Motor Skills (BS) | <input type="checkbox"/> Multicultural (MC) |
| <input type="checkbox"/> Bilingual/ESL (BL) | <input type="checkbox"/> Music/Drama (MD) |
| <input type="checkbox"/> Character Education (CE) | <input type="checkbox"/> Physical Educ./Sports (PE) |
| <input type="checkbox"/> Career/Vocational (for students) (CV) | <input type="checkbox"/> Religion (RE) |
| <input type="checkbox"/> Gifted & Talented (GT) | <input type="checkbox"/> Science (SC) |
| <input type="checkbox"/> Health/Safety (H&S) | <input type="checkbox"/> Social/Cultural Studies (SS) |
| <input type="checkbox"/> Home Economics (HE) | <input type="checkbox"/> Special Needs (SN) |
| <input type="checkbox"/> Home Schooling (HS) | <input type="checkbox"/> Technology (TE) |
| <input type="checkbox"/> Language Arts/Reading (LA) | <input type="checkbox"/> Teacher Resources (TR) |

Annual Gross Sales for Suppliers:

NSSEA's fiscal year runs **October 1 to September 30**. Your membership dues cover a 12-month period. A prorated dues renewal notice will be mailed two months before your expiration date during your second year of membership.

NSSEA dues are not deductible as charitable contribution for federal income tax purposes, but may be partially deductible as a business expense. NSSEA **Tax ID# 36-1525710**.

Please check your dues level according to the volume of gross annual sales of products for educational use only.

Level	Gross Annual Sales	Dues
<input type="checkbox"/> M1	Over \$25,000,000	\$1,700
<input type="checkbox"/> N1	\$1,000,000 - \$25,000,000	\$1,200
<input type="checkbox"/> M1	Under \$1,000,000	\$ 700

Membership Fees:

Annual Supplier Membership Dues \$ _____

Supplier Application Processing Fee \$ 100.00

Grand Total \$ _____

Payment Method:

Please charge this credit card:

Visa MasterCard American Express Discover

Card # _____ Exp. Date _____

Cardholder Name _____

Cardholder Signature _____

Check is enclosed made payable to NSSEA. *Check must be in U.S. dollars and drawn on a U.S. bank.*

Submit Application:



Fax this form with credit card information to 301-495-7362.



Mail this form along with your check or credit card information to:

NSSEA Member Services
8380 Colesville Road, Suite 250
Silver Spring, MD 20910



Complete the online application at www.nssea.org and submit with credit card information.

Source Code: MMWF