



Vendor Conference Registration Form

Temporary 1 Day Access

Complete this form in its entirety and email it to the Purchasing Department email listed below before the registration deadline indicated in order to be approved to attend the site visit. Forms cannot be accepted after the registration deadline due to the amount of time it takes to complete the background process.

Registration Deadline: Thursday, July 2, 2026 at 4:00pm (CST)

Email Completed Form To: rogan.megan@danecounty.gov

Today's Date		Date of Access	Thursday, July 9, 2026 at 9:00am (CST)
Company Name		Position	
Reason for Visit	Jail Communication RFP Site Visit	Phone #	

FIRST Name		Drivers License #	
MIDDLE Name		State Issued	
LAST Name		Current Address	
Other LAST names used			

Date of Birth		States lived in, past 10 years	
Sex			
Race			

Felony Convictions?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	If Yes, when?	
Misdemeanor Convictions?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	If Yes, when?	

Representative's Signature		Printed Name	
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OFFICE USE ONLY

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|-----------------------------------|---------------------------------|---------------------------------------|--|
| <input type="checkbox"/> D.O.T. | <input type="checkbox"/> F.B.I. | <input type="checkbox"/> WARRANTS | <input type="checkbox"/> JAIL RECORDS |
| <input type="checkbox"/> C. I. B. | <input type="checkbox"/> CCAP | <input type="checkbox"/> OPEN TICKETS | <input type="checkbox"/> LOCAL COMP CONTACTS |

Date Criminal History Run	
Project & Program Assistant	
Sergeant	