



**A**t Timberland Partners, we strive to build enduring and meaningful relationships. As part of this effort, we have an entire department dedicated to ensuring that we have mutually rewarding relations with each and every one of our vendors.

The Timberland Partners Vendor Relations Program will help current vendors conduct business with maximum ease. Our goal is to help new vendors reach the requirements to begin doing business with us, while taking steps to minimize risk and ensure the highest quality service is provided to our residential communities and commercial properties.

### **Timberland Partners - A Great Company to Work With**

At Timberland Partners, we are committed to building mutually beneficial partnerships. This is the first tenet of our company's Mission Statement. We strive to create an environment of mutual benefit with everyone we come in contact with including our residents and commercial tenants, our team members, our investment partners, and our vendors.

Timberland Partners is a growing company. We have added over 1,000 units this year, and we continue to seek new opportunities to expand our portfolio which means additional business opportunities for our vendors.

The Timberland Partners Vendor Relations Program features centralized management and storage of important documents such as insurance certificates. We minimize the amount of paperwork needed to perform work at multiple Timberland Partners properties. We do the tracking and monitoring, while you enjoy an enhanced ease of working with Timberland Partners.

## Vendor Requirements

Timberland Partners is implementing the following requirements for vendors who wish to do business with our residential communities and commercial properties:

- Supply a current W-9 form, signed and dated.
- Submit proof of adequate insurance coverage. [What kind of coverage do I need?](#)
- Sign a Vendor Service Agreement.
  - Timberland Partners is now utilizing DocuSign™, which is a free, user friendly application that will help you electronically sign documents from a smartphone or computer. It also allows you to digitally store your records of contracts and change orders on the business you do with Timberland Partners. No more paper, pens, scanners, faxes, envelopes, postage, or delays!

For a complete copy of the Timberland Partners Vendor Service Agreement, please email the Vendor Relations Department at [VendorRelations@TimberlandPartners.com](mailto:VendorRelations@TimberlandPartners.com) and provide your business name and industry.

[Click here to view Sample Certificate of Insurance – Low Risk](#)

[Click here to view Sample Certificate of Insurance – Medium Risk](#)

[Click here to view Sample Certificate of Insurance – High Risk](#)

[Click here for a W-9 form](#)