Supplier On Ramp User Guide for D&B’s CONTRACTOR MANAGEMENT PORTAL
Supplier on Ramp is a simple Web interface that allows S&L government agencies or vendors wishing to business with state and local agencies to purchase an SQR (Supplier Qualifier Report) or IBIR (International Business Information Report) in countries where a SQR report is not available, via a Credit Card Transaction. This enables agencies to automate supplier registration, vet and evaluate existing and potential new suppliers.

For additional help, please contact your D&B Government Representative, or contact D&B’s Customer Service Center at 800-424-2495.

To access the D&B’s Contractor Management Portal (CMP), please click on the below link or cut and paste the following URL into your browser:

http://www.dnbgov.com/state_contractor.php

NOTE: Supplier On Ramp is compatible with Internet Explorer 5.5+
Six Easy Steps...
To supplier evaluation/registration

1. Search for company
2. Select from your candidate list
3. Confirm registration
4. Accept license agreement
5. Process secure payment transaction
6. Print confirmation for your records
Step 1 – Search for a Company

Search for a business either by Company Name or D&B’s D-U-N-S

Supplier Registration Process - Step 1: Search For Your Company

This service is for the exclusive use of companies who wish to do business with D&B’S CONTRACTOR MANAGEMENT PORTAL (CMP).

Choose one of the options below to search for your company. You may search by company name or D-U-N-S® Number. Fill in all required fields and click “Search” to continue to step 2.

*Indicates mandatory field.

<table>
<thead>
<tr>
<th>Search company</th>
<th>Select company</th>
<th>Confirm registration</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Company Name (Domestic)</strong></td>
<td><strong>D-U-N-S® Number (Domestic)</strong></td>
<td><strong>Company Name (International)</strong></td>
</tr>
<tr>
<td>Company Name: *</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Address:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State: *</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Zip code:</td>
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</tbody>
</table>

Contact Us
This site is best viewed in Internet Explorer 5.5 or above.

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Step 2 – Select from Candidate List

Choose the company you want the report for by clicking the Select button

Supplier Registration Process - Step 2: Select Your Company

Please select your company from the list below by clicking on the "Select" button. If your company is not listed, you may revise your search or start a new search.

If you have problems finding your company you may:
1. Contact our Customer Resource Group by clicking on the "Contact Us" link at the bottom of the page.
2. If you need to get a D-U-N-S® Number, register your company within D&B's database.

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>GORMAN MANUFACTURING</td>
<td>12 W KENTUCKY AVE, WOODLAND, CA, 96803 5937, Ph: 5309627750</td>
</tr>
<tr>
<td>GORMAN MANUFACTURING COMPANY</td>
<td>1222 WOLLER STREET, SAN FRANCISCO, CA, 94110, Ph: 5309558000</td>
</tr>
<tr>
<td>GORMAN MANUFACTURING CO INC</td>
<td>8129 JUNIPERO ST STE A, SACRAMENTO, CA, 956281603, Ph: 5309620211</td>
</tr>
<tr>
<td>GORMAN MANUFACTURING COMPANY</td>
<td>1073 S BOYLE AVE, LOS ANGELES, CA, 800231246, Ph: 5309620211</td>
</tr>
</tbody>
</table>
Step 3 – Confirm Registration

To complete the registration, click on the Confirm Registration button.

Supplier Registration Process - Step 3: Complete Registration

Once you have verified all your information is correct, click the "Confirm Registration" button below. The next step in the registration process will ask you to provide your credit card number for purchase of two D&B reports.

Note: Once you click the "Confirm Registration" button below, you will not be able to edit the information you provided.

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Step 4 – Accept License Agreement

Confirm End User License Agreement and click Complete Registration

Supplier Registration Process - Step 4: End User License Agreement

* indicates mandatory field

1. Search company
2. Select company
3. Confirm registration

Fill out the requested information below and click the “Complete Registration” button below to receive a confirmation with a copy of your purchased DBS report.

Note: Once you click the “Complete Registration” button below, you will not be able to edit the information you provided.

* Company Name:

* Email address:

Note: Spam-blockers and other security features on your computer or network could block the email that we email along with the HTML report attachment. Please make sure that you are able to receive emails from any sender.

End User License

1. Restrictions on Use.

1.1 This Dun & Bradstreet, Inc. SOI accessed through the DBS CONTRACTOR MANAGEMENT PORTAL (CMP) web site is subject to this End User Agreement. The SOI is licensed to you (the End User) by Dun & Bradstreet, Inc. (DBS) for use via DBS CONTRACTOR MANAGEMENT PORTAL (CMP). The supplier application only. Such license is a non-exclusive, non-transferable, limited license for the Term, and it is subject to the restrictions set forth herein. DBS shall also make the SOI available to DBS CONTRACTOR MANAGEMENT PORTAL (CMP). End User shall not request or make available the SOI for the use of others, including for any parent, subsidiary, affiliated entity.

Note: Final charges to your credit card will include applicable sales tax. All charges are in U.S. dollars.

1.2.1 Yes, I have read and agree to the End User License agreement stated above.

Complete Registration

Contact Us

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Step 5 – Process Secure Payment Transaction

Select Payment Option and click the Submit button

Payment Information

Credit Card Information

Enter your credit card information as it appears on your credit card billing statement:

- Card Type:
- Card Number:
- Expiration Date:
- CUV:
- First Name:
- Last Name:
- Billing Address 1:
- Billing Address 2:
- City:
- State:
- Zip/Postal code:
- Country:

Submit  Cancel

* = required fields
Step 6 – Print Confirmation

Print your Confirmation for your records

Special Note:

• The end user is always charged immediately.
• In the event that a report is not available, an investigation will automatically be initiated. The investigation normally takes between 5 to 7 business days)
• Once the report becomes available, it will be automatically delivered.
• There is no additional charge for this routine investigation.