



Nevada State Purchasing Division  
Department of Administration  
515 E Musser St Ste 300  
Carson City, NV 89701  
[purchasing.nv.gov](http://purchasing.nv.gov)  
[nevadaepro.com](http://nevadaepro.com)

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Site visit registration

Solicitation date \_\_\_\_\_

Solicitation number \_\_\_\_\_

Single point of contact name \_\_\_\_\_

Single point of contact email \_\_\_\_\_

Registration deadline \_\_\_\_\_

Site location \_\_\_\_\_

Site visit date and time \_\_\_\_\_

Vendor name \_\_\_\_\_

Vendor email \_\_\_\_\_

Vendor attendee name and title \_\_\_\_\_

Vendor attendee signature \_\_\_\_\_

As part of the above referenced solicitation, all interested vendors must attend the site visit to be qualified to propose, and vendors must register in advance for the site visit by returning this completed form via email to the single point of contact by the deadline listed. The site visit will occur at the date, time, and location listed.

The site visit is intended to provide prospective vendors an opportunity to inspect the facilities. Prospective vendors shall not interact or ask questions with State staff, customers, clients, residents, inmates, or anyone else not directly involved with the site visit. Vendors may be allowed to take photographs; however, any photographs cannot include people, cannot include visible information on computer screens, and cannot be taken in areas where personally identifiable information might be visible.