

ITB No. 17-425-001-F Office Furniture and Files	
Section 7.1 Ordering Instructions Form	
Respondent Information	
RESPONDENT NAME:	Encore Seating, Inc.
RESPONDENT FEID NO.:	33-0822878
MFMP / SPURS VENDOR NO.:	F330822878
STREET ADDRESS:	13747 Midway Street
CITY, STATE and ZIP:	Cerritos, CA 90703
INTERNET ADDRESS:	www.encoreseating.com
TELEPHONE NO.:	562-926-1969
TOLL-FREE NO.:	800-985-8090
FAX NO.:	562-926-1963
Person Responsible For Administering The Contract	
NAME:	Chris Burgess
TITLE:	Executive VP
STREET ADDRESS:	13747 Midway Street
CITY, STATE and ZIP:	Cerritos, CA 90703
E-MAIL ADDRESS:	chrisb@encoreseating.com
TELEPHONE NO.:	714-562-8200
TOLL-FREE NO.:	800-985-8090
CELL PHONE NO.:	
FAX NO.:	714-562-8202
Ordering and Remit-To Information Please provide information where Customers should direct orders. You must provide a regular mailing address and email address. If equipped to receive purchase orders electronically, you may also provide an Internet Address.	
REMIT-TO:	See Servicing Dealer List
REMIT-TO STREET ADDRESS:	13747 Midway Street
REMIT-TO CITY, STATE and ZIP:	Cerritos, CA 90703
REMIT-TO EMAIL and/or INTERNET ADDRESS:	info@encoreseating.com
Note: Please make sure the Ordering Instructions information provided above matches the MyFloridaMarketPlace ("MFMP") Vendor Registration account information (http://vendor.myfloridamarketplace.com/).	
PLEASE DUPLICATE ON ADDITIONAL TABS IF NEEDED.	