

# City of Alpharetta Vendor Self Service Forms

[VSS User Guide](#) provides step-by-step instructions on how to register with Tyler Identity and the VSS portal.

[Vendor ID Request Form](#) will provide our team the necessary information to locate your Vendor ID information so you can complete the registration process.

Account activation will be finalized after City's receipt of your valid [W9](#) and purchasing staff review and approval.

An [E-Verify Affidavit](#) may be required for certain procurements.

If you encounter trouble with the VSS site, please email [purchasing@alpharetta.ga.us](mailto:purchasing@alpharetta.ga.us) for assistance.

Thank you for your time and we look forward to doing business with you!