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| --- |
| **Corporate Information** |
| Company Name |
|  |
| Parent Company |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Contact Information** | | | |
| First Name | | | Last Name |
|  | | |  |
| Title | | | |
|  | | | |
| Primary Phone | Extension | Email Address | |
|  |  |  | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Address Information** | | | |
| Address (street number and name) | | | |
|  | | | |
| City | Province/State | Country | Postal Code/Zip Code |
|  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Business Information** | | | | | | |
| Years in Business | | DUNS Number | | Company Website | | |
|  | |  | |  | | |
| Number of permanent employees | Business type | | Annual Revenues | | Operating Locations | Are you currently a client of Sun Life Financial |
|  | Public  Private  Non-Profit | |  | | Canada  United States  International |  |

|  |  |
| --- | --- |
| **Products & Services** | |
| Business Services (i.e. Meetings & Events/Office Supplies)  Advertising & Marketing (i.e. Promotions /Print)  Real Estate (i.e. Security /Construction)  Other | Information Technology (i.e. Software /Telecom /Hardware  HR and Professional Services (i.e. Legal /Training /Consulting) |
| **Additional Details** | |
|  | |

|  |  |
| --- | --- |
| **Supplier Diversity and Sustainability** | |
| Does your company have an environmental management (sustainability) system? | Yes  No |
| Does your company have a supplier diversity policy? | Yes  No |
| Does your company have an employee diversity policy? | Yes  No |
| Is your company considered a diverse supplier? | Yes  No |
| If yes, is your business 51% or more owned & operated as any of the following?  51% Aboriginal-owned and operated  51% visible minority owned and operated  51% woman-owned and operated  51% gay/lesbian/bisexual/transgender-owned and operated  51% owned and operated by a member of another recognized diverse community (e.g., persons with disabilities, veterans, disabled veterans, etc.)  Other |  |
| **Additional Details** | |
|  | |
| Is your business diversity status certified by the following councils? (check all that apply)  Canadian Aboriginal & Minority Supplier Council (CAMSC)  WBE Canada  Canadian Gay and Lesbian Chamber of Commerce (CGLCC)  WEConnect International in Canada  National Minority Supplier Development Council (NMSDC)  Women’s Business Enterprise National Council (WBENC)  National Gay and Lesbian Chamber of Commerce (NGLCC)  US Business Leadership Network (USBLN)  Other | |
| **Additional Details** | |
|  | |