



United States  
Department of  
Agriculture

Forest  
Service

Klamath  
National  
Forest

Supervisors  
Office

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Timber Sale Bidders and Purchasers  
Klamath NF-Timber  
1711 S. Main St.  
Yreka, CA 96097

Dear Prospective Bidder and Timber Purchaser

In order to process refunds or payments authorized under a timber sale or integrated resource timber contract, successful bidders and purchasers are asked to register their business entity as a Federal contractor in the System for Award Maintenance (SAM). Registration is voluntary at this time but can directly benefit your business operations. If you are already registered and have a Data Universal Numbering System (DUNS) number +4 (SAM), you do not need to do anything further. Registering through SAM creates a secure vendor record that includes your bank account routing information. This vendor information is not passed to the Forest Service but is linked thru the Department of Agriculture's financial system to the Treasury so that any refund or payment can be processed without further manual input and can be deposited electronically to your financial institution.

Without registration, the Forest Service must request a special vendor identification that will not include any banking information so you will receive a hardcopy check in the mail. This slows down processing payments to you and is an additional cost to the Federal Government.

Effective immediately, when processing any refund or payment, we will request your DUNS +4 and maintain that number in the contract record for future transactions. Until timber sale and integrated resource timber contract bid forms are modified to include DUNS +4, prior to awarding new contracts, we will also contact you to obtain your DUNS +4 digit SAM code.

The benefits of registering in SAM not only include streamlined refund and payment processes but reduced costs to the Federal Government. What follows below are instructions to assist you with obtaining both a DUNS number and registering in SAM. I appreciate your effort and cooperation to improve our efficiency.



If you have questions regarding the registration processes please contact the Federal Service Desk at 866-606-8220 or <https://www.fsd.gov>.

Sincerely,

*/s/ Gerard M. J. vanHees*  
GERARD M. J. VAN HEES  
Contracting Officer