

# Fastenal Contract Use Information

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The City of Round Rock has contracted with Fastenal Company through the TXMAS Contract No. 18-51V07, City Resolution No. R-2019-0370 for the purchase of industrial supplies needed to support City operations.

The City of Round Rock's Fastenal account number TXROU1815 is tax-exempt. Purchases can be made by using City ProCards or by issuing Purchase Orders linked to the contract in Munis.

- Online ordering at [www.fastenal.com](http://www.fastenal.com)
- Contact Margie Howard or Amanda Crowell for a login to the City's tax-exempt account. Do **not** create a new account.
- If ordering with a Purchase Order, contact Marilyn Jackson to add your accounting line to the Contract in Munis.
- ProCard purchases will be adjusted monthly to the Contract in Munis.

If you have any questions or issues using this account, please contact:

Nout VanWest  
Fastenal Outside Sales Representative  
Email: [avanwest@fastenal.com](mailto:avanwest@fastenal.com)  
Office: (512) 252-3372  
Mobile: (832) 244-4265

## Margie Howard, CPPB

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ProCard Administrator  
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