

Fastenal Contract Use Information



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
- 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:

Tate

Fastenal Account Specialist

Email: htate@fastenal.com

Office: (512) 252-3372

Store Hours 8AM – 4PM

Mobile: (254) 290-8035

Tate Hours: 6:30AM – 3PM

Margie Howard, CPPB

Accounting Technician Senior

ProCard Administrator

Ofc: 512.218.7069 Fax: 512.218.7028

mhoward@roundrocktexas.gov

3.26.2021