



KIPP New Orleans Schools: Vendor Resources

The site is to provide KIPP New Orleans Schools' vendors guidance and helpful resources as they engage with our organization.

Procurement Philosophy

KIPP New Orleans is a 501(c)3 non-profit and exempt from sales tax in the state of Louisiana. We strive to partner thoughtfully and accountably with our vendors, knowing that our partners fuel impact for our students. We operate using a minimum Net 30 Payment terms upon receipt of your invoice at accountspayable@kippneworleans.org.

Important Reminders and Links

- **New vendors** - send your **Form W-9** to purchasing@kippneworleans.org to be eligible to receive payments.
- **Invoices** – send to accountspayable@kippneworleans.org to ensure timely payments (invoices must include a PO # if applicable, along with the purchasing contact and service address)
- **Electronic payments** – to receive ACH payments, please complete the [ACH authorization form](#) and send to accountspayable@kippneworleans.org.
- **Sales Tax Exempt** – Please see KIPP New Orleans Schools' sales tax exemption form [here](#).