Accessing Vendor/People Id Numbers

1) Access the Entity Name/ID Search Form (**FTIIDEN**).

Vendors Terminated Ve	Grant Perso	onnel 🗆	inancial M ferminated	anagers Financial (Managers	0	Agenc	ies			
ID Number	Last Name	First Name	Middle Nems								If searching for a vendor make sure the 'Vendors' is checked.

2) After selecting the Entity type you are searching for, perform a 'Next Block' to move to the second block of the form.

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3) When in the second block of the form, perform a search for the vendor's name. Enter the last and first name or company name of the vendor you are searching for. If the correct spelling is unknown, enter "%" before and after possible spelling, then Execute Query.

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2021279	Alabama 4-H Youth Development			C		Y	N	N	N	1	PPAY.		
12011068	Alabama ABM University			C		Y.	N	N	N	H	PPAY		
02025204	Alabama Academy of Science			c		Y	N	N	N	1	PPAY		
12035990	Alabama Agribusiness Council			C		Y.	N	N	N	-	FPAY		
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ACCESSION FOR STATES	Alabama Beat Cattle Improvemen			C		Y.	N	N	N	a la	PDAY.	-	

4) A list of all vendors with those characters in the name will appear, along with their ID numbers. Select the required name for your document. Please note that when searching on this form, you cannot double click on the highlighted entry to be taken to another form.