

Register and consider marketing to the county and city government contracting offices

Action Plan

- 1) Develop a one page capability statement for your product or service
- 2) Identify your company name, phone, fax, email and point of contact
- 3) Identify you take credit cards
- 4) Mail/fax/email the letter to the attention of the contracting officer/program manager
- 5) Follow-up with a phone call within 1-2 weeks after the mailing
- 6) Follow-up every 6 months

Charlotte County/City Purchasing Offices

Charlotte County Schools

Attn Purchasing

1016 Education Ave

Punta Gorda FL 33950-6529

Phone 941-575-5400

Fax 941-574-5410

[www.ccps.k12.fl.us/](http://www.ccps.k12.fl.us/)

Charlotte County (Commissioners)

Attn: Purchasing

18500 Murdock Circle

Port Charlotte FL 33948-1068

Phone 941-743-1378

Fax 941-743-1384

[www.charlottecountyfl.com](http://www.charlottecountyfl.com)

Note: Charlotte County does

Fire Department Purchasing

Charlotte County Sheriffs Office

Attn Purchasing

7474 Utilities Road

Punta Gorda FL 33982-2417

Phone 941-575-5365

Fax-Not available

[www.ccsso.org](http://www.ccsso.org)

City in Charlotte County

City of Punta Gorda

Attn Purchasing

326 West Marin Ave

Punta Gorda FL 33950-4417

Phone 941-575-3376

Fax 941-575-3340

[www.pgorda.com](http://www.pgorda.com)