

Frequently Asked Questions Vendors and Suppliers

Questions can be directed to our email address (accounting@navidadenergy.com) or via phone, during business hours, at (844) 628-4323

Our mailing address is:

Navidad Operating Company, LLC
Attn: Accounting Department
P.O. Box 3184
Flint, TX 75762

All personnel working on Navidad Operating Company, LLC operated locations must have a master service agreement in place with Navidad Operating Company as well as a documented and active safety program.

A copy of the master service agreement and supporting documents can be requested at accounting@navidadenergy.com. Vendors must provide the following to be placed on the Approved Vendor List:

- An executed Master Services Agreement
- Confidentiality and Nondisclosure Agreement (for each of Contractor's employees working on a Navidad Operating Company, LLC operated location.
- A Current Insurance Certificate
- EMR (Experience Modification Rate) from Insurance Carrier
- W-9

Payment:

Invoices must be directed either to accounting@navidadenergy.com or to our physical mailing address listed above within 30 days of date of service unless otherwise specified in the vendor's master service agreement with Navidad Operating Company, LLC. Date of receipt at NOC will be recorded on each invoice received.