

New Vendor Tax Information and W-9 Form

Please complete the information below. Once completed, you can print this page for your records and submission.

Part I: Vendor Identification

Name (as shown on your income tax return):

Business Name/disregarded entity name, if different from above:

Part II: Federal Tax Classification

Specify your classification (e.g., Individual/Sole Proprietor, C Corporation, S Corporation, Partnership, Trust/Estate, or Limited Liability Company):

Federal Tax Classification:

If Limited Liability Company, enter the tax classification (C=C corporation, S=S corporation, P=Partnership):

Part III: Address and Contact Information

Address (number, street, and apt. or suite no.):

City, State, and ZIP Code:

Requester's name and address (optional):

List account number(s) here (optional):

Part IV: Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box below. For individuals, this is generally your Social Security Number (SSN). For other entities, it is your Employer Identification Number (EIN).

Social Security Number (SSN):

Employer Identification Number (EIN):

Part V: Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person.

Print Name of Signer:

Signature (Sign in ink after printing):

Sign here on printed copy

Date:

MM/DD/YYYY