

SUBSTITUTE FORM W-9

**REQUEST FOR  
TAXPAYER IDENTIFICATION NUMBER**

\*Legal Name: \_\_\_\_\_

Doing Business As: \_\_\_\_\_

DUNS # \_\_\_\_\_

You Are: (PLEASE CIRCLE)    SOLE PROPRIETORSHIP/INDIVIDUAL    C CORPORATION    S CORPORATION    PARTNERSHIP    TRUST/ESTATE  
 LIMITED LIABILITY COMPANY (LLC). Enter the tax classification(C=C corporation, S=S corporation, P=Partnership): \_\_\_\_\_  
 GOVERNMENT                      TAX EXEMPT

Remit To Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ (Zip Code include 4 digit extension)

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Contact Person \_\_\_\_\_

Order From Address \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ (Zip Code include 4 digit extension)

Order From E-mail Address \_\_\_\_\_

Minority Vendor?    \_\_\_\_\_ Yes \_\_\_\_\_ No    Code Number(s) \_\_\_\_\_

1-African Am    2-Asian    3-Hispanic    4-Native American    5-Woman    6-Other    7-Veteran

Enter your taxpayer identification number For sole proprietors; this is your SSN or EIN. For other entities, it is your EIN. If you do not have a number, please contact the IRS.

Social Security Number (SSN) \_\_\_\_\_

**OR**

Employer Identification Number (EIN) \_\_\_\_\_

**CERTIFICATION – Under penalties of perjury, I certify that:**

- (1) The number shown on this form is my correct taxpayer identification number 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.

Certification Instructions – You must cross out paragraph #2 above if you have been notified by the IRS that you are currently subject to backup withholding because of underreporting interest or dividends on your tax return.

PLEASE SIGN	SIGNATURE	DATE
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\*Legal Name should be listed exactly as shown by the IRS when the SSN or FEIN/EIN was issued.