

**SUBSTITUTE W-9 FORM**  
REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

**1. Complete general information:**

Taxpayer Name \_\_\_\_\_ Phone Number \_\_\_\_\_  
Business Name (if applicable) \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

**2. Circle the most appropriate category below: (circle only one)**

- 1) Individual (not an actual business.)
- 2) Joint account (two or more individuals.)
- 3) Custodian account of a minor.
- 4) a) Revocable savings trust (grantor is also trustee.)  
b) So-called trust account that is not a legal or valid trust under state law.
- 5) Sole proprietorship (using a social security number for the taxpayer ID.)
- 6) Sole proprietorship (using a federal employer identification number for taxpayer ID.)
- 7) A valid trust, estate, or pension trust.
- 8) Corporation.
- 9) Association, club, religious, charitable, educational, or other not-profit organization (for entities that are exempt from federal tax, use category 13 below).
- 10) Partnership.
- 11) A broker or registered nominee.
- 12) Account with the U.S. Department of Agriculture in the name of a public entity that receives agricultural program payments.
- 13) Government agencies and organizations that are tax-exempt under Internal Revenue Service guidelines (i.e., IRC 50(c)3 entities).

**3. Fill in your taxpayer identification number below: (complete only one)**

- 1) If you circled number 1 - 5 above, fill in your Social Security Number:

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- 2) If you circled number 6 - 13 above, fill in your Federal Employer Identification Number (EIN):

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**4. Sign and date the form:**

Certification – Under penalties of perjury, I certify that the number shown on this form is my correct taxpayer identification number. If I circled category 13 above, I also certify that my agency or organization is tax-exempt per Internal Revenue Service guidelines and not subject to backup withholding.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Print Name \_\_\_\_\_ Title \_\_\_\_\_

**00 54 35**