

Accounting Department

**500 Main Street**

**Eau Claire, WI 54701**

**Phone (715) 852-3016**

**Fax (715) 852-3019**

W-9 Form

Please fill out completely. An incomplete form will create a delay in orders/payments and could also be subject to IRS required back-up withholding.

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Name, as shown on your tax return (No Abbreviations)  |  | Doing business as (If different) |
|  |  |  |
| Address  |  | Business Address |
|  |  |  |
| City State Zip |  | City State Zip |
|  |  |  |
| Contact  |  | Phone Number (include area code) |
|  |
| **\***Fax Number (include area code) **For Order Placement** |
|       |
| E-Mail |  | Web Site URL |
|  |  |  |

Type:

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  Corporation  | [ ]  Government /Non-Profit | [ ] Individual/Sole Proprietor | [ ]  Other        |
| [ ]  Partnership | [ ]  Limited Liability Company (Enter tax classification       ) |
|  |
| \*Federal ID or SS# |  |
|       |  |

\*Check here [ ]  if exempt from Form 1099 reporting.

Do you accept credit cards? [ ] Yes [ ] No

Are you interested in electronic payment? [ ] Yes [ ] No

**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 (For federal tax purposes, you are considered a U.S. person if you are an individual who is a U.S. citizen or U.S. resident alien, a partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, an estate (other than a foreign estate), or a domestic trust (as defined in Regulations section 301.7701-7).

Part I

“The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.”

|  |  |  |
| --- | --- | --- |
|        |  |       |

Vendor Signature Date

|  |
| --- |
| ECASD USE ONLY |
|       |       |
| Requested By | Date |
|       |  |
| Vendor Number |  |

2/21/17 jmc