

**REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION**  
**Substitute Form W-9**

Name Used for IRS Filings: \_\_\_\_\_  
(Enter First and Last Name of Business Owner if using SSN or filing as a Disregarded LLC)

Trade Name, if different from above: \_\_\_\_\_  
(This name will be used for orders and payments)

IRS 1099 Form Mailing Address: \_\_\_\_\_ Payment Address, if different from 1099 Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

Select One  Individual  Sole Proprietor  Corporation  Limited Partnership  Partnership  
IRS Filing (SSN Required) (SSN or EIN)  
Status  Trust  Estate  Non-Profit Organization  Government Entity  
 Limited Liability Company (LLC)  Other  
Filing As: Disregarded \_\_\_\_\_ Partnership \_\_\_\_\_ Corporation \_\_\_\_\_ Enter Filing Status: \_\_\_\_\_

Select if Tax Exempt  501(c)(3) Tax-Exempt  501(a) Tax Exempt (Association, Club, Religious, Charitable, Educational, etc.)

Contact Information:  
Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_  
Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

**PART I TAXPAYER IDENTIFICATION NUMBER (TIN)**

Enter your TIN in the appropriate box.  
For **individuals**, this is your social security number (SSN).  
For Resident Alien SSN or ITIN if you do not have an SSN.  
Sole Proprietors may use the owner's SSN or EIN  
LLC filing as a disregarded entity may use the owner's SSN or EIN  
**For other entities**, it is your employer identification number (EIN)

Choose TIN Type:

SSN  EIN

Enter Tax ID Number (SSN or EIN):

If you do not have a TIN number go to [www.irs.gov](http://www.irs.gov) for information.

**PART II 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. person (including a U.S. resident alien)

**Certification Instructions:** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN.

Signature:  Date: