

Substitute Form **W-9** REQUEST FOR TAXPAYER IDENTIFICATION NUMBER (TIN) VERIFICATION

University of Northern Colorado
DO NOT SEND TO IRS

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|--|---|
| PRINT OR TYPE | RETURN TO ADDRESS BELOW |
| Legal Name (OWNER OF THE EIN OR SSN AS NAME APPEARS ON IRS OR SOCIAL SECURITY ADMINISTRATION RECORDS) DO NOT ENTER THE BUSINESS NAME OF A SOLE PROPRIETORSHIP ON THIS LINE – See Instructions for further information. | University of Northern Colorado Campus Box 61 501 20 th St. Greeley, CO 80639 |
| Trade Name COMPLETE ONLY IF DOING BUSINESS AS (d/b/a) | |
| Remit Address | |
| Purchase Order Address – Optional | PART II - See Part II Instructions |

Check legal entity type and enter 9 digit Taxpayer Identification Number (TIN) below:
(SSN = Social Security Number EIN = Employer Identification Number)

Do Not enter an SSN or EIN that was not assigned to the legal name entered above.

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| Individual NOTE: If no name is circled on a Joint Account when there is more than one name, the number will be considered to be that of the first name listed. | (Individual's SSN) | - | - | - |
| Sole Proprietorship NOTE: Enter both the owner's SSN and the Business EIN (if you are required to have one) | (Owner's SSN) | - | - | - |
| | (Business EIN) | - | - | - |
| Partnership General Limited | (Partnership's EIN) | - | - | - |
| Estate / Trust NOTE: Do not furnish the identification number of personal representative or trustee unless the legal entity itself is not designated in the account title. List and circle the name of the legal trust, estate or pension trust. | (Legal Entity's EIN) | - | - | - |
| Other Limited Liability Company, Joint Venture, Club, etc. | (Entity's EIN) | - | - | - |
| Corporation Do you provide medical services? Yes No Includes corporations providing medical billing services | (Corp's EIN) | - | - | - |
| Government (or Government Operated) Entity | (Entity's EIN) | - | - | - |
| Organization Exempt from Tax under Section 501(a) Do you provide medical services? Yes No | (Org's EIN) | - | - | - |

Check Here if you do not have a SSN or EIN, but have applied for one. See Instructions for information on How to Obtain a TIN.
Licensed Real Estate Broker? Yes No

Under Penalties of perjury, I certify that:

- The number listed on this form is my correct Taxpayer Identification Number (or I am waiting for a number to be issued to me) AND
- 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
- 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 of under reporting interest or 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 you correct TIN. (See Instructions for further information.)

THE INTERNAL REVENUE SERVICE DOES NOT REQUIRE YOUR CONSENT TO ANY PROVISION OF THIS DOCUMENT OTHER THAN THE CERTIFICATIONS REQUIRED TO AVOID BACKUP WITHHOLDING

NAME (Print or Type) TITLE (Print or Type)
AUTHORIZED SIGNATURE DATE PHONE

DO NOT WRITE BELOW THIS LINE

AGENCY USE ONLY

Agency _____ Approved By _____ Date _____
1099 Y _____ N _____
VEND Addition _____ Change _____ Action Completed By _____ Date _____