

Texas A&M University-Corpus Christi
Accounts Payable
(361)825-5780 Fax (361)825-2884

Please complete the following Substitute W-9. We are required by law to obtain this information from you when making a reportable payment to you. You are required to provide your correct Social Security Number or Employer Identification Number to us. If you do not furnish a valid TIN, or if you are subject to backup withholding, Texas A&M University-Corpus Christi is required to withhold 28% of its payment to you.

Please keep in mind if you do not provide us with this information, you may be subject to a \$50 penalty imposed by the Internal Revenue Service under section 6723 and we will automatically withhold 28% of your payment.

<http://irs.gov>

Substitute W-9 Instructions:

1. Part 1 must be completed. Check the box that indicates your tax status.
2. Complete Part 2 if you are exempt from Form 1099 reporting.
3. Complete Part 3 by filling in all lines.
Form must be signed by vendor's authorized representative.
4. Enter in the name of the TAMU -CC contact.
5. Submit the completed form to TAMU-CC Accounts Payable Department.

Texas A&M University - Corpus Christi Substitute Form W-9

Part 1 - Identification number (Please print or type)

Name (First name, middle initial, last name) _____ E-mail : _____

Business name (if different from above) _____

Check appropriate box: Business Corporation Partnership Individual/Sole Proprietor
 Non-Student Student Prospective Student Employee
 Prospective Employee Other (ie. conferences, organizations) Exempt from Backup Withholding

Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1. For individuals, this is your social security number (SSN). For a resident alien, sole proprietor, or disregarded entity see the IRS website for instructions. For other entities, it is your employer identification (EIN). If you do not have a number see the IRS website for instruction on how to get one.

Social Security number

or
Employer Identification number

Part - 2 Exemption: If exempt from Form 1099 reporting, check your qualifying exemption reason below: (check one)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corporation Note that there is no corporate exemption for medical & health care payments/or payments for legal services	Tax Exempt Entity under 501 (a) (includes 501© (3) or IRA	The United States or any of its agencies or instrumentalities	A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or agencies	A foreign government or any of its political subdivision or an international organization in which the United States participates under a treaty or act of Congress

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 been notified by the 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.

Part 3 - Certification (must be Vendor's official signature)

Name: _____	Title: _____
Signature: _____	
Address: _____	Remit To Address: _____
City/State _____	City/State _____ Zip _____
Zip + 4 _____	Phone: _____ Fax: _____

TAMU-CC Contact:

Name: _____	Phone: _____
Department: _____	Funds: <input type="checkbox"/> State <input type="checkbox"/> Local

**Please return to: Texas A&M University - Corpus Christi - Accounts Payable, 6300 Ocean Dr, Unit 5733
 Corpus Christi, Texas 78412-5733 (361) 825-5780 fax (361) 825-2884**

A/P Office	Date Rec'd:	Mail Code	Posted by:
Use Only:	W-9 attached: Y N	Tins: Y N	USPS: Y N
			Posted date: _____