



SUBSTITUTE FORM W-9

Please type or print legibly

Maryville College requires a Federal Tax Identification Number, Employer ID Number (EIN) or Social Security Number (SSN), for all vendors doing business with the College in order to comply with federal regulations and tax reporting requirements. Any future payments cannot be processed without this form. For your convenience, you may return in one of the following ways:

Fax: 865-981-8040

Mail: **Maryville College Business Office**
Attention: Accounts Payable
502 East Lamar Alexander Parkway
Maryville, TN 37804-5919

Email: accounts.payable@maryvillecollege.edu

Legal Name/Address/TIN Information

Legal Name _____
Company or Individual

Business Name (if different from above) _____

Federal EIN _____ - _____ or SSN _____ - _____ - _____

Federal Tax Classification/Type of Ownership

- Individual/Sole Proprietor Partnership C Corporation S Corporation Trust/Estate
- Limited liability company. Enter tax classification (C,S or P) _____ Other _____
- Tax Exempt Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____

Legal Address _____

City, State, Zip _____

Remit To Address (if different from above) _____

City, State, Zip _____

Vendor Information

Primary Contact Name (if different from Legal Name) _____ Phone _____

Email _____ Fax _____

Payment Terms Net 30 Other - Please Specify _____

Does your business accept credit cards? Yes No If yes: MC Visa

Maryville College Dept you are providing goods or services to _____

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 (including a U.S. resident alien)
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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

Authorized Signature _____ Date _____