Request for Taxpayer Identification Number(s) and Certification

(Substitute IRS Form W-9)

Southwestern University Accounts Payable
P.O. Box 770 Georgetown, Texas 78627-0770

All payees must complete Sections A and C. Non-resident aliens almost must complete Section B.
Sign, date, and return the form to the above address. This form must be received before payments may be released.

(3) **General Taxpayer Information**

Legal Name: _____

Trade Name: _____

Mailing Address: _____

_____

Contact Person: _____

Taxpayer Identification Number: ___ ___ ___ ___ ___ ___ ___ ___ ___

OR

Social Security Number: ___ ___ ___ - __ __ - ___ ___ ___ ___

Check Only One:

_____Individual (NOTE: Non-resident aliens must complete Section B)

_____Sole Proprietor

_____Partnership

_____Corporation

_____Government Agency

_____Other _____

(3) **Non-resident Alien Information – If you do not have an SSN, check here**

Citizen of: _____ Permanent Resident of: _____

Type of Visa: _____ Number of Days in the USA:_____

Payments to Non-resident aliens are generally subject to income tax withholding. Tax treaty exemptions may be available.

C. 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 and dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.

(3) I am a U.S. Person (including a U.S. resident alien).

Certification instructions. You must cross out item (2) if you have been notified by the IRS that you are currently subject to backup withholding because of underreporting interest or dividend on your tax return.

_____ _____

Signature Date