

RETURN TO ASU		DO NOT SEND TO IRS	
ATTN: Foreign individuals who are non-residents for US tax purposes only complete IRS Form W-8BEN. Foreign entities complete IRS Form W-8BEN-E.			
Taxpayer Identification Number (TIN)		<input type="checkbox"/> Employer ID Number (EIN) <input type="checkbox"/> Social Security Number (SSN)	
LEGAL NAME: <i>(must match TIN)</i>			
LEGAL MAILING ADDRESS:		<i>(Where tax information and general correspondence is to be sent)</i>	
DBA/Branch/Location:			
ADDRESS LINE 1:			
ADDRESS LINE 2:			
CITY:	ST:	ZIP:	
REMIT TO ADDRESS:		<input type="checkbox"/> Same as Legal Mailing Address	
DBA/Branch/Location:			
ADDRESS:			
ADDRESS LINE 2:			
CITY:	ST:	ZIP:	
ENTITY TYPE (EP: exempt payee [backup withholding] exemption code; FC: FATCA exemption code)			
<input type="checkbox"/> Individual (not a business)	<input type="checkbox"/> Sole proprietor (individually owned business) or sole proprietor organized as LLC or PLLC	<input type="checkbox"/> Corporation (not providing health care, medical or legal services) (EP: 5)	<input type="checkbox"/> Corporation (providing health care, medical or legal services) (EP: 5)
<input type="checkbox"/> Partnership, LLP or partnership organized as LLC or PLLC	<input type="checkbox"/> The U.S. or any of its political subdivisions or instrumentalities (EP: 2 FC: B)	<input type="checkbox"/> A state, a possession of the US or any of their political subdivisions or instrumentalities (EP: 3 FC: C)	<input type="checkbox"/> Tax-exempt organizations under IRC §501 or §403 (EP: 1 FC: A)
<input type="checkbox"/> An international organization or any of its agencies or instrumentalities (EP: 4)	<input type="checkbox"/> State of Arizona employee		
Corporations: Is your or an affiliated company's stock regularly traded on one or more established security markets? <input type="checkbox"/> Yes <input type="checkbox"/> No (FC: D/E)			
CERTIFICATION			
Under penalties of perjury, I certify that:			
<ol style="list-style-type: none"> The number shown on this form is my correct TIN (or I am waiting for a number to be issued to me). I am not subject to backup withholding because I am exempt from backup withholding, 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 the IRS has notified me that I am no longer subject to backup withholding. I am a U.S. citizen or other U.S. person (defined below). The FATCA codes entered on this form, if any, indicating that I am exempt from FATCA reporting are correct. 			
<p>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 you 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 and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN.</p>			
Signature of U.S. Individual		Date:	

RETURN TO ASU		DO NOT SEND TO IRS	
▶ Legal Name:		TIN:	
Are you doing business in Arizona for purposes of sales/use tax collection and remittance? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If you select Yes, please provide your Arizona License # _____ and sales/use tax rate charged _____ % DUNS# _____			
SECTION 1 - FEDERAL INFORMATION			
What is your business' federal classification type? See the definitions in the link or on the Vendor Authorization Form instructions. (S.B.A. Small Business definition FAR 19.001 and size standards FAR 19.102) http://www.sba.gov/size			
Large Business? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Small Business? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Please check all that apply to your business for the federal supplier type <u>or</u> check Not Applicable here: <input type="checkbox"/>			
Service-Disabled Veteran-Owned (VD) <input type="checkbox"/>	Small Disadvantaged (SD) <input type="checkbox"/>	Women-Owned (WO) <input type="checkbox"/>	
Veteran-Owned (VO) <input type="checkbox"/>	Minority Institution (MI) <input type="checkbox"/>	HUB Zone (HZ) <input type="checkbox"/>	
SECTION 2 - STATE OF ARIZONA SMALL BUSINESS INFORMATION			
Are you self-certified according to this State of Arizona definition? "Less than 100 full-time employees <u>OR</u> less than \$4 million in volume in the last fiscal year"		YES <input type="checkbox"/>	NO <input type="checkbox"/>
Per FAR 52.219-1 and under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small, HUB Zone small, small disadvantaged or women-owned small business concern to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9 or 15 of the Small Business Act or any other provision of federal law that specifically references section 8(d) for a definition of program eligibility, shall be punished by imposition of fine, imprisonment or both; be subject to administrative remedies, including suspension and debarment; and be ineligible for participation in programs conducted under the authority of the Act.			
Print Name:			
Signature:			
Phone:	Fax:		
Email:			
VENDOR: List the product or service provided.			
If the buyer name is listed, please return to the buyer.	Buyer:	Phone:	Email:

NOTE: PURCHASING AND BUSINESS SERVICES REQUIRES BOTH PAGES OF THIS FORM TO BE COMPLETED. IF BOTH PAGES ARE NOT COMPLETED, THE FORM WILL BE RETURNED TO YOU. Arizona State University (ASU) is fulfilling a mandate associated with state agencies increasing procurements from Arizona Small and Diverse Businesses.