

Substitute Form W-9	Request for Taxpayer Identification Number and Certification	Give form to requestor. Do NOT send to the IRS
Part I Taxpayer Information		
Name (Must match IRS records)		
Business Name, if different from above. (DBA)		
Check appropriate box: <input type="checkbox"/> Individual <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Not-for-Profit <input type="checkbox"/> Government		
Check as many as apply: <input type="checkbox"/> Medical Service Provider <input type="checkbox"/> Attorney <input type="checkbox"/> Exempt from backup withholding		
Part II Taxpayer Identification Number (TIN)		
Enter your TIN in the appropriate box. For individuals, this is your Social Security Number (SSN) However, for a resident alien or sole proprietor, see page 2 of the IRS form W-9. For other entities, it is your Employer Identification Number (EIN). If you do not have a number, see "How to get a TIN" On page 2 of the IRS form W-9	Social Security No.	
	Employer ID No.	
Part III Taxpayer Information		
Company is: <input type="checkbox"/> In-County (Berrien)/LMC District <input type="checkbox"/> LMC Alumni Owned <input type="checkbox"/> Small Business (250 employees or less)		
Company is more than 50% owned by: <input type="checkbox"/> Minority--African-American, Hispanic-American, Native American Indian, American Eskimo, Asian-American, South-Asian-American) <input type="checkbox"/> Handicapped Owned <input type="checkbox"/> Service Disabled Veteran/Vietnam Era Veteran Owned <input type="checkbox"/> Woman Owned		
Purchase Order Address:		Phone:
		Fax:
		County (Mich. & Ind. Only):
Remit To Address:		Phone:
		Fax: E-mail:
		Payment Terms:
Part IV Certification		
<p>Under penalties of perjury, I certify that:</p> <ol style="list-style-type: none"> The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me). 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. The information supplied herein is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal, or officer, so far as is known, is now debarred or otherwise declared ineligible by any agency of the Federal Government from making offers for furnishing materials, supplies, or services to the Government or any agency thereof. <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 have failed to report all interest and dividends on your tax return. For real estate transaction, 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 your correct TIN.</p>		
Sign Here	Signature _____ Date _____ Print/Type Name _____	

Return to: Linda Marutz, Director, Purchasing & Support Ser.v
Lake Michigan College
2755 E. Napier Ave.
Benton Harbor MI 49022
Fax: 269-927-6291