



Vendor Information
Substitute W – 9 Form

REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

In accordance with the Internal Revenue Service regulations, Collier County is required to collect the following information for tax reporting purposes from individuals and companies who do business with the County...

_ New Vendor _ Change Existing Vendor SAP Vendor Number: _____

1. General Information

Form with fields for Taxpayer Name, Business Name, Address, City, State, Zip, Telephone, FAX, Email, and Order/Payment Information.

2. Company Status (check only one)

Form with checkboxes for Individual / Sole Proprietor, Corporation, Partnership, Tax Exempt, and Limited Liability Company, plus a field for tax classification.

3. Taxpayer Identification Number (for tax reporting purposes only)

Social Security Number (SSN) _____ OR Federal Tax Identification Number (TIN) _____

4. Sign and Date Form

Certification: Under penalties of perjury, I certify that the information shown on this form is correct to my knowledge.

Signature _____ Date _____

Title _____ Phone Number _____

Email form to Collier County Purchasing Office Email: PurOps@colliergov.net