SANDOVAL COUNTY
SUBSTITUTE W9 AND VENDOR INFORMATION FORM
Please check the appropriate box(s) and fill out the form completely

☐ New Vendor-complete section 1,3,4,5,6,7,8,9

☐ Change Remittance Address-complete section 1,3,4,5,6,7,8,9

☐ Change Physical Address-complete section 1,3,4,5,6,7,8,9

☐ Type 9 NM Non Taxable Transaction Certificate-complete section 1,2,3,4,5,6,7,8,9
(may not be used for the purchase of services, licenses or other intangible property, or construction material as defined in 3.2 NMAC)

Incomplete or alternate forms will not be accepted

Full instructions can be found at www.irs.gov

1) Taxpayer Identification Number (only one)

Social Security Number

Employer Identification Number

2) NM CRS Number

3) Current Legal Name As Registered With IRS or SSA

4) Current DBA/Trade Name

5) Payment Remittance Address (as shown on invoice)

Address

City

State **Zip Code**

Phone

Contact Person

Email Address

6) Physical Address (if different than remit address)

Address

City

State **Zip Code**

Phone

Contact Person

Email Address

7) Federal Tax Classification of person or businsess whose name is entered in section 3 (check only one)

☐ Individual/Sole Proprietor/Single Member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/Estate

☐ Limited Liability Company

Enter tax classification

(C=corporation, S=s corporation, P=partnership)

☐ Other

8) Please indicate if any of the following apply to you or your business

☐ Attorney/ Legal Firm

☐ Rent/ Landlord

☐ Medical Services

☐ Employee of Sandoval County

9) *CERTIFICATON: Under penalties of perjury, I certify that:*

1.The number shown on this form is my correct tax payer 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 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 or other U.S. person.

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

SIGN HERE

DATE

10) Internal Use Only (brief description of vendor use: election worker, reimbursement, contract, product, service, etc.)