



**TUFTS UNIVERSITY**  
**Accounts Payable Department**  
 169 Holland Street  
 Somerville, MA 02144  
 Phone: (617) 627-5027

<b>Vendor Number</b>
<b>00000</b> _____
<small>For Accounts Payable use only</small>

We are required to annually report to the Internal Revenue Service all non-employee disbursements, and to withhold 31% of such disbursements, should we not have a correct Taxpayer Identification Number on file.

We therefore request that you complete the W-9 Form below and return it to us as soon as possible. This will ensure that our records will be updated for any future payments we may issue to you. Thank you.

**TUFTS UNIVERSITY W-9 FORM**  
**PAYER'S REQUEST FOR TAXPAYER IDENTIFICATION AND CERTIFICATION**

**GENERAL INFORMATION**

\*\*Please Print\*\*

<b>First Name</b>	<b>Last Name</b>	<b>Area code</b> (      )	<b>Phone Number</b>
<b>Business Name or name you are "doing business as"</b>			
<b>Mailing Address</b>			
<b>City</b>	<b>State</b>	<b>Zip Code</b>	

**TAXPAYER IDENTIFICATION NUMBER**

**Please Check Appropriate Box:**

Individual/Sole Proprietor     Partnership     Corporation     Other \_\_\_\_\_

**Please enter your TIN in the appropriate box. (For individuals, this is your social security number)**

<b>SOCIAL SECURITY NUMBER</b>	<b>EMPLOYER IDENTIFICATION NUMBER</b>
<input type="text"/> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	<b>OR</b> <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

**CERTIFICATION INFORMATION**

**Under penalties of perjury, I certify that:**

- 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
- 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, and
- I am a U.S. person (including a U.S. resident alien).

<b>Signature:</b>	<b>Date:</b>
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