



EAU CLAIRE
AREA SCHOOL DISTRICT

Accounting Department
500 Main Street
Eau Claire, WI 54701
Phone (715) 852-3017
Fax (715) 852-3019

Accounts Receivable W-9 Form

Complete All Fields. An incomplete form will create a delay in rental contract approval. We use the same database for our rental receipts and our district payments. Therefore the IRS requires us to have a W-9 on file for people we receive money from as well as pay.

Organization

Name

Address

City

State

Zip

Phone Number (include area code)

E-Mail Address

Type:

☐ Individual/Sole Proprietor

☐ Corporation

☐ Partnership

☐ Limited Liability Company

☐ Other

Social Security Number or Federal ID

Certification:

Under penalties of perjury, I certify that:

1. 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
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 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
3. I am a U.S. citizen or other U.S. person (For federal tax purposes, you are considered a U.S. person if you are an individual who is a U.S. citizen or U.S. resident alien, a partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, an estate (other than a foreign estate), or a domestic trust (as defined in Regulations section 301.7701-7).

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

Signature

Date

ECASD USE ONLY

Requested By	Date
Vendor Number	