



**SUBSTITUTE FORM W-9
REQUEST FOR TAXPAYER IDENTIFICATION NUMBER (TIN)**

PLEASE PRINT or TYPE ALL INFORMATION CLEARLY

Individual or
Business Name: _____
Doing
Business As (dba): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Tel. No. _____

Do Not Send to IRS
RETURN TO ADDRESS BELOW
Within 15 Calendar Days

CITY OF LAS CRUCES
DISBURSEMENT
PO BOX 20000
LAS CRUCES NM 88004
PHONE: (505) 541-2123
FAX: (505) 541-2135

Business Type- Check One Only (Social Security Number or Taxpayer ID Number)

| <u>Individual or Organization</u> | <u>9-Digit Taxpayer Identification Number</u> | <u>Taxpayer Identification Required</u> |
|--|---|---|
| <input type="checkbox"/> Individual | SSN _____ - _____ - _____ | Individual's SSN |
| <input type="checkbox"/> Sole Proprietor | SSN _____ - _____ - _____ | Owner's SSN or FEIN |
| <input type="checkbox"/> Partnership | TIN _____ - _____ | Partnership's FEIN |
| <input type="checkbox"/> Estate/Trust | TIN _____ - _____ | Legal Entity's FEIN |
| <input type="checkbox"/> Corporation | TIN _____ - _____ | Corporation's FEIN |
| <input type="checkbox"/> Tax Exempt Including Medical Services Under Sec. 501(c)(3) | TIN _____ - _____ | Organization's FEIN |
| <input type="checkbox"/> Governmental | TIN _____ - _____ | Government Entity's FEIN |
| <input type="checkbox"/> Professional Corporation Providing a Medical Service | TIN _____ - _____ | Professional Corporation's FEIN |
| Licensed Realtor Yes ___ No ___ | | |
| <input type="checkbox"/> Other Explain _____ | TIN _____ - _____ | |

Certification

Under penalties of perjury, I certify that:

(1) *The number shown on this form is my correct taxpayer identification number*

AND

(2) *I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have 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 (does not apply to a real estate transactions, mortgage interest paid, the acquisition or abandonment of secured property, contribution to an individual retirement account (IRS), and payments other than interest and dividends)*

Certification Instructions – You must cross out item (2) above if you have been notified by IRS that you are currently subject to backup withholding because of underreporting interest or dividends on your tax return.

Failure to furnish the requested information will require us to institute 29% backup withholding on any future payments made to you. Additionally, the IRS may impose a \$50.00 penalty in you fail to supply or incorrectly furnish your Taxpayer Identification Number.

Name (Print or Type) _____ Title (Print or Type) _____
Signature _____ Date _____ Telephone _____