



CHAPMAN  
UNIVERSITY

ONE UNIVERSITY DRIVE  
ORANGE, CA 92866

## Chapman University Substitute W9 & Supplier Information Form

NEW SUPPLIER REQUEST

UPDATE EXISTING SUPPLIER

SUPPLIER ID \_\_\_\_\_

### SUPPLIER INFORMATION

1

**NAME**

(as registered with the IRS)

**PARENT COMPANY NAME**

(if applicable)

**BUSINESS NAME/DBA**

(if different than above)

**COUNTRY**

(if not U.S.A.)

**PURCHASE ORDER**

Remit to address same as PO address

Send 1099 to this address

Primary Name

(if different from above)

Address

City

State

Zip

Foreign Province

Country

Contact Name

E-mail

Phone

Fax

**REMIT TO**

Send 1099 to this address

Name

(if different from above)

Address

City

State

Zip

Foreign Province

Country

Contact Name

E-mail

Phone

Fax

**FEDERAL TAX CLASSIFICATION** (check only one)

**INDIVIDUAL/SOLE PROPRIETOR**

**C CORPORATION**

**S CORPORATION**

**PARTNERSHIP**

**TRUST/ESTATE**

**LIMITED LIABILITY COMPANY** – Tax classification C=C Corporation, S=S Corporation, P=P

**OTHER**

**TAXPAYER IDENTIFICATION NUMBER (TIN, required)**

**SOCIAL SECURITY NUMBER**

**EMPLOYER IDENTIFICATION NUMBER**

**DESCRIPTION OF BUSINESS OR SERVICES**

2

**ARE THE SERVICES BEING PERFORMED IN CALIFORNIA?**

YES

NO

If you are not a California Resident, 590 Form required or State Tax will be deducted as required by State of California

### CERTIFICATION-REQUIRED FOR U.S. ENTITIES AND CITIZENS

3

**Under penalty 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 failure to report all interest of 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 (defined in the instructions) and (4) the FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct. The Internal Revenue Service does not require your consent to any provision of the document other than the certifications required to avoid backup withholding.

**SIGNATURE**

(required for U.S. entities and citizens)

**DATE**

**PRINTED NAME**

**DATE**