



Fax or Mail Only -DO NOT EMAIL

University of Central Florida

Request for Taxpayer Identification, Certification, and Electronic Payment Authorization (ACH)

(Substitute for IRS Form W-9)

RESET

Individuals - Fax completed form to: 407-882-1067

Other Entities - Fax completed form to: 407-823-5551

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) _____ <input type="checkbox"/> Other (see instructions)	4 Exemptions (codes only apply to certain entities, not individuals; see instructions) Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies only to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.)	Requester's name and address University of Central Florida 12424 Research Parkway, Suite 300 Orlando, FL 32826
6 City, state, and zip code	
7 List account number(s) here (optional)	
8 Are you or any of your controlling members current or former employees of the University of Central Florida? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide name and position at the University.	
9 Please check all that apply to your business: Are you certified?	<input type="checkbox"/> Small Business <input type="checkbox"/> Veteran-Owned Business Enterprise <input type="checkbox"/> Yes <input type="checkbox"/> Minority-Owned <input type="checkbox"/> Disabled Veteran-Owned Business Enterprise <input type="checkbox"/> No If yes, please provide a copy of the certification with this W-9.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 4 of the instructions. Note. If the account is in more than one name, see the chart in the instructions for guidelines on whose number to enter.	Social security number
	Employer identification number

Part II Contact Information

Primary Vendor Contact	Title
Tax Correspondence Address	Remittance Address if Different
Phone Number	Fax Number
Email Address	

Part III Electronic Payment Authorization (ACH)

Account Requested (Check only one) (1) <input type="checkbox"/> Start (2) <input type="checkbox"/> Change	(3) <input type="checkbox"/> Stop (4) <input type="checkbox"/> Name Change Only	Account Type (Check only one) (1) <input type="checkbox"/> Checking (2) <input type="checkbox"/> Savings	THIS FORM MUST BE SIGNED AND DATED BY AUTHORIZED SIGNOR ON ACCOUNT.
Account Number _____ <small>Signature below signifies acceptance of the terms and conditions in the AGREEMENT in Part III, Page 4 of the instructions.</small>	Financial Institution	Transit Routing # _____ Name _____ Phone# _____	

Part IV Certification

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. citizen or other U.S. person (see instructions); and
- The FATCA codes entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions.

Signature of U.S. person	Date
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Per Florida Statute 119.71(5), UCF is required to notify individuals of the circumstances that require or authorize the collection and use of social security numbers ("SSN"). UCF is requesting the information above, as required for income tax reporting purposes.