

RE: IRS FORM W-9 AND UBI ACCOUNT NUMBER

As a vendor/contractor for Yakima Public Schools, we are requesting that you complete the enclosed request.

_____W-9 Request for Taxpayer Identification Number and Certification.

The information requested in this form will be used both to ensure our records are correct and for preparing an IRS Form 1099-Misc. as may be appropriate. In the event we are not provided with your taxpayer identification number you may be subject to penalties as described on the IRS Form W-9.

_____UBI Request for Contractors' Unified Business Identifier number.

Should any of the information provided in this form change in the future, please notify our office of the change.

Thank you in advance for cooperation and attention to this request.

Enclosure