



**STATE OF FLORIDA**  
**Department of Financial Services – Chief Financial Officer**  
 Bureau of Accounting, 200 East Gaines Street, Tallahassee, FL 32399-0354  
 Telephone (850) 413-5519 Fax (850) 413-5550

**Substitute Form W-9**

In order to comply with IRS regulations, we are requesting Taxpayer Identification information that will be used to determine whether you will receive a Form 1099 for payment(s) made to you by an agency of the State of Florida. For questions regarding this form, please use the address or telephone number provided above. In order to comply with the IRS rules, please provide us with your social security (SSN) or federal employer identification number (FEIN). This is **not** a request for state sales tax exemption.

In the event this information is not provided, or should the IRS notify us that the provided information is incorrect, all payments made to you may become subject to a 28% Backup Withholding Tax Rate. Please print clearly or type.

**PART 1** – Please provide the correct Tax Identification Number (TIN), be it FEIN –or- SSN, and the applicable name and address **as shown on your income tax return.**

**The TIN is (check one) \_\_\_\_\_ FEIN \_\_\_\_\_ SSN**

Federal Employer Identification Number (FEIN) \_\_\_\_\_ **- or -**  
 Example 99 -- 9999999

Social Security Number (SSN) \_\_\_\_\_  
 Example 999 -- 99 -- 9999

NAME (as shown on your income tax return) \_\_\_\_\_

Business name if sole proprietor \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

**PART 2** - Below, circle one number that accurately describes the business or the individual:

**1 - CORPORATION, PROFESSIONAL ASSOCIATION OR PROFESSIONAL CORPORATION**

(A corporation formed under the laws of any state within the United States.)

**2 - NOT FOR PROFIT CORPORATION** (Section 501(c) (3) Internal Revenue Code)

**3 - PARTNERSHIP, JOINT VENTURE, ESTATE, TRUST OR MULTIPLE MEMBER LLC**

**4 - INDIVIDUAL, SOLE PROPRIETOR, SELF EMPLOYED OR SINGLE MEMBER LLC**

(Circle #4 if you are an individual that benefited from a student loan forgiveness payment)

**5 - NONCORPORATE RENTAL AGENT**

**6 - GOVERNMENTAL ENTITY** (City, County, State or U.S. Government)

**7 - FOREIGN CORPORATION OR ENTITY** (A foreign entity formed under the laws of a country other than the United States.) If YES is marked below, complete and attach Form W-8ECI.

Is income effectively connected with business in the United States? \_\_\_\_\_ YES \_\_\_\_\_ NO

**8 - NONRESIDENT ALIEN** (An individual temporarily in the U. S. who is not a U.S. citizen or resident.)

Under the penalties of perjury, I certify that I have examined this request and to the best of my knowledge and belief, it is true, correct and complete.

Signature \_\_\_\_\_ Date \_\_\_\_\_ Telephone Number \_\_\_\_\_

Title \_\_\_\_\_ email (optional) \_\_\_\_\_