

VISTA UNIFIED SCHOOL DISTRICT TAXPAYER IDENTIFICATION NUMBER REQUEST

Under Federal regulation 1604-1, you are required to provide us with your taxpayer identification number (TIN). If you fail to furnish this information, you may be subject to a \$50 penalty imposed by the IRS and all payments made to you and/or your firm will be subject to a 30.5% back up withholding. **WE ARE REQUIRED TO OBTAIN YOUR TIN EVEN IF YOU ARE NOT SUBJECT TO FORM 1099 REPORTING.** The 30.5% back up withholding will be deducted from our payments to you and sent to the IRS. Back up withholding is not a failure to pay you; it is an advance tax payment, which you can take as a credit when you file your federal income tax return.

**INSTRUCTIONS: Complete Part 1 by completing the area below that corresponds to your tax status.
Part 2 MUST BE COMPLETED IF EXEMPT FROM 1099 REPORTING
Part 3 sign, date and return.**

Part 1 (TAX STATUS) Check appropriate area and complete appropriate section:

Individual/Sole proprietor
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ ----- Exempt payee
 Other

(please print)

SOLE PROPRIETOR (Enter your **individual** name as shown on your social security card. You may enter your business, trade, or "doing business as" name on the **business name** line)

Business Owner's Name (Individual)	Social Security No.	Business or Trade Name (DBA)	
Business Address	Phone No.	Fax No.	

CORPORATION (Enter the business name as shown on required Federal Tax documents)

Name of Corporation or Entity	Employer Identification Number		
Business or Trade Name (DBA)			
Business Address	Phone No.	Fax No.	

PARTNERSHIP (Enter the partnership name (s) as shown on the required Federal Tax documents)

Individual Name (s)	Social Security No./Employer Identification #.		
Business or Trade Name (DBA)			
Business Address	Phone No.	Fax No.	

Part 2 EXEMPTION – MUST BE COMPLETED IF YOU ARE EXEMPT FROM 1099 REPORTING

- Check if exempt from Form 1099 reporting and circle your qualifying exemption:
1. Corporation (other than medical/health care or legal services provider)
 2. Tax Exempt Charity 501(a) or IRS
 3. A State, District of Columbia, a U.S. possession or any political subdivisions
 4. A foreign government or any of its political subdivision

Part 3 CERTIFICATION – EVERYONE MUST COMPLETE THIS SECTION

I certify under penalty of perjury, the Tax Identification Number is correct.

Person completing this form: _____

Signature: _____ Date: _____

Telephone: (____) _____ Fax: (____) _____

FAX FORM TO: 760-630-0196 OR MAIL IF FAX NOT AVAILABLE TO

Vista Unified School District
 Attn: Purchasing Department
 1234 Arcadia Avenue
 Vista CA 92084-3495