

**JAMES MADISON UNIVERSITY**  
**REQUEST FOR TAXPAYER IDENTIFICATION NUMBER(S) AND CERTIFICATION**  
Substitute Form W-9

Each person or organization doing business with the Commonwealth of Virginia must provide the following information:

Legal Name Jonathan B. Gone  
(must match the Social Security Number, if applicable)

Trade Name Gone by the Wayside  
(must match the Employer Identification Number, if applicable)

Remit to Address 1234 Main Street  
Anywhere City VA State 98765 Zip USA Country

Contact Name Mary Gone Business Phone ( 540 ) 435 - 4567

DUNS #: \_\_\_\_\_ Fax: ( 540 ) 435 - 5555 Email: gone@anyservices.com

ORGANIZATION ENTITY AND TAX IDENTIFICATION NUMBER (TIN) – The number provided in this section will be used to report payments to the IRS, if applicable.

Organization Entity: Check Only One:	TAX IDENTIFICATION NUMBER (must complete): Social Security No:	Employer Identification No:
<input type="checkbox"/> Individual	_____	_____
<input type="checkbox"/> Nonresident Alien * (See Below)	_____	_____
<input checked="" type="checkbox"/> Sole Proprietor	<u> _1 _2 _3 _4 _5 _6 _7 _8 _9 </u> AND <u> _9 _8 _7 _6 _5 _4 _3 _2 _1 </u>	_____
<input type="checkbox"/> Partnership	_____	_____
<input type="checkbox"/> Corporation	_____	_____
<input type="checkbox"/> Sub Chapter S Corporation	_____	_____
<input type="checkbox"/> Medical Corporation	_____	_____
<input type="checkbox"/> Limited Liability Company	_____	_____
<input type="checkbox"/> Governmental/Federal, State, Local	_____	_____
<input type="checkbox"/> Trust or Estate	_____	_____
<input type="checkbox"/> Nonprofit Organization ** (See Below)	_____	_____
<input type="checkbox"/> James Madison University Employee	_____	_____

**Business Classification**  
Please check one:

- Small Business
- Women Owned Business
- Minority Owned Business

If minority owned, please check one.  
 African American  
 Asian American  
 Hispanic American  
 Native American  
See back of form for definitions.

DMBE # \_\_\_\_\_  
eVA Vendor  Yes  No

**\*If you are a Nonresident Alien, use the appropriate Form W-8 (see Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).**

**\*\*ONLY IF** organization (association, club, religious, charitable, education or other group) is tax exempt under IRS Code Section 501(a).  
Note : This includes organizations exempt under IRS Code Section 501(c)(3).

**CERTIFICATION: Under Penalties of Perjury, I Certify That:**

(1)The number(s) shown on this form is (are) the correct taxpayer number(s) (or I am waiting for a number to be issued to me), and (2) I am not subject to backup withholding either because I have not been notified that I am subject to backup withholding as a result of a failure to report all interest or dividends, or the Internal Revenue Service has notified me that I am no longer subject to backup withholding. (You must CROSS OUT ITEM (2) above if you have been notified by IRS that you are currently subject to backup withholding because of under reporting interest or dividends on your tax return).

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Print Name of Authorized Signor \_\_\_\_\_