

**BATES TECHNICAL COLLEGE  
1101 SOUTH YAKIMA AVENUE  
TACOMA, WASHINGTON 98405**

Dear Vendor:

The Tax Equity and Fiscal Responsibility Act of 1982, requires us to have a Federal Tax I.D. number on file for ALL VENDORS CONDUCTING BUSINESS WITH THE COLLEGE REGARDLESS whether a 1099 is issued. Your taxpayer ID# is either your Social Security Number or your Federal Employer ID#.

In order for Bates Technical College to comply with the reporting requirements and that you avoid the 31% withholding penalty, please fill out the form below with your Social Security number or your Federal Tax ID# and any corrections to your name and address.

After filling out the form with the correct information, please return the form to us within 10 days of receipt. The form should be sent to the address above.

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BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_  
street address

\_\_\_\_\_ city state zip

PAYMENT ADDRESS \_\_\_\_\_  
street address/P.O. Box

\_\_\_\_\_ city state zip

SOCIAL SECURITY NUMBER \_\_\_\_\_

OR

EMPLOYER IDENTIFICATION NUMBER \_\_\_\_\_

- |    | YES                      | NO                       |   |
|----|--------------------------|--------------------------|---|
| 1. | <input type="checkbox"/> | <input type="checkbox"/> | Is your company incorporated?<br>Is your business certified by the State of Washington as owned by a: |
| 2. | <input type="checkbox"/> | <input type="checkbox"/> | a) Minority (African-American, Hispanic, etc.)?   |
|    | <input type="checkbox"/> | <input type="checkbox"/> | b) Woman?   |
|    | <input type="checkbox"/> | <input type="checkbox"/> | c) Disabled?  |

If you answered "Yes" to any part of Question 2, please indicate your WASHINGTON STATE CERTIFICATION NUMBER \_\_\_\_\_.