



WEBER STATE UNIVERSITY

Purchasing & Support Services
1013 University Circle Ogden, UT 84408-1013
Phone (801) 626-6014 Fax (801) 626-6498

Construction Vendor Registration

WSU Vendor ID: _____

(For Internal Use Only)

Send Orders To:
Business Name: _____

Address: _____

Address 2: _____

City: _____

State: _____ Zip: _____

Contact Name: _____

Contact Phone: _____

Fax: _____

Email Address: _____

FOB: _____

Send Payments To:
Business Name: _____

Address: _____

Address 2: _____

City: _____

State: _____ Zip: _____

Contact Name: _____

Contact Phone: _____

Fax: _____

Email Address: _____

PAYMENT TERMS: _____

Does your company accept MasterCard? Yes _____ No _____

Substitute W-9 Information:

Business, Trade, or DBA (doing business as)

if different from above: _____ Are you Bondable? Yes ___ No ___

State Contract Number _____ Certificate of Insurance Attached? Yes ___ No ___

Check the box which describes the vendor's type of business and provide corresponding required information:

<input type="checkbox"/> Individual or Sole Proprietorship	Name of owner as known To Social Security Administration: _____ SSN (Social Security Number) of owner: _____
<input type="checkbox"/> Limited Liability Company (LLC) <input type="checkbox"/> Partnership <input type="checkbox"/> Incorporated Legal Service <input type="checkbox"/> Incorporated Med Service <input type="checkbox"/> Corporation <input type="checkbox"/> Incorporated Trust/Estate <input type="checkbox"/> Federal Governmental Entity <input type="checkbox"/> Local or State Government Entity <input type="checkbox"/> Nonprofit Organization <input type="checkbox"/> Sub chapter S Corporation	Name of Business as entered on charter or document creating the legal entity: _____ TIN, EIN or FED ID _____ (Taxpayer Identification Number)

Certification: Under penalties of perjury, I certify that:

(1) The number(s) shown on this form is my correct taxpayer identification number(s) (or I am waiting for a number to be issued to me), **and** (2) The organization entity and all other information provided is accurate, **and** (3) 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 (3) 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.

Authorized Signature

Title

Date

Typed Name

Phone Number