



UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER
W-9 SUBSTITUTE - PAYEE REGISTRATION FORM

INDIVIDUALS ONLY

Form Must Be Printed Or Typed

VENDOR: Complete and return/fax to requesting OUHSC department

DEPARTMENT: return/fax to: OUHSC Accounts Payable, PO Box 26901, SCB 218, OKC, OK 73190/fax (405) 271-2496

Questions: Email AP-VendorOffice@ouhsc.edu OR Call (405) 271-8001 x46540

Type of Payee (check one):

- Consultant
Contractor
Faculty Candidate/Visiting Faculty/Speaker
Research Subject &/or Legal Guardian (no minors)
OU(HSC) Student
Other

Type of Payments to be made (check all that apply):

- Honorarium
Fee for service
Reimbursement ONLY
Other

Name of Individual, Name on Social Security Card, Physical Address, Mailing address, Phone #, E-Mail Address

Are you or any one of your company/institution's officers or owners related to a current OUHSC employee? YES\* NO

SUPPLEMENTAL INFORMATION - ALL INDIVIDUALS OR PAYEES

The information below is requested under U.S. Tax Laws. Failure to provide this information may prevent you from being able to do business with OUHSC...

U.S. Taxpayer Identification Number (TIN): The TIN provided must match the Name of Individual provided above to avoid backup withholding.

SSN: or ITIN:

Check the box below that best describes your residency status.

- Citizen of the United States
Permanent Resident of the United States
Resident alien for tax purposes of the United States

NOTE: Non-resident alien individuals must complete the OUHSC Foreign Individual/Company Vendor Form.

Definitions (IRS Publication 515)

Resident Alien: An alien who meets either the green card test or the substantial presence test for the calendar year.

Green Card Test: If you were a lawful permanent resident of the U.S. at any time during the year (held a "green card" or immigrant visa), you are a resident alien.

Substantial Presence Test: MUST BE COMPLETED BY RESIDENT ALIENS

Number of days in the United States during current calendar year
Number of days in the United States during first preceding calendar year
Number of days in the United States during second preceding calendar year

For F and J visa types, please provide entry/departure history since January 1, 1985

Non-Resident Alien: An individual who is not a U.S. citizen or a resident alien.

AP USE ONLY
Total Days
Approved Denied
Name

Federal and State Healthcare Program Certification: [Vendor] represents and warrants [to Facility] that [Vendor], its officers, directors, agents, and employees (i) are not currently excluded, debarred, or otherwise ineligible to participate in the federal health care programs as defined in 42 USC § 1320a-7b(f)...

SUBSTITUTE IRS FORM W-9 CERTIFICATION

Under penalties of perjury, I certify that the above information is correct and that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding.
I am a U.S. person (including a U.S. resident alien).

Certification Instructions - You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholdings.

Signature of person named above Date