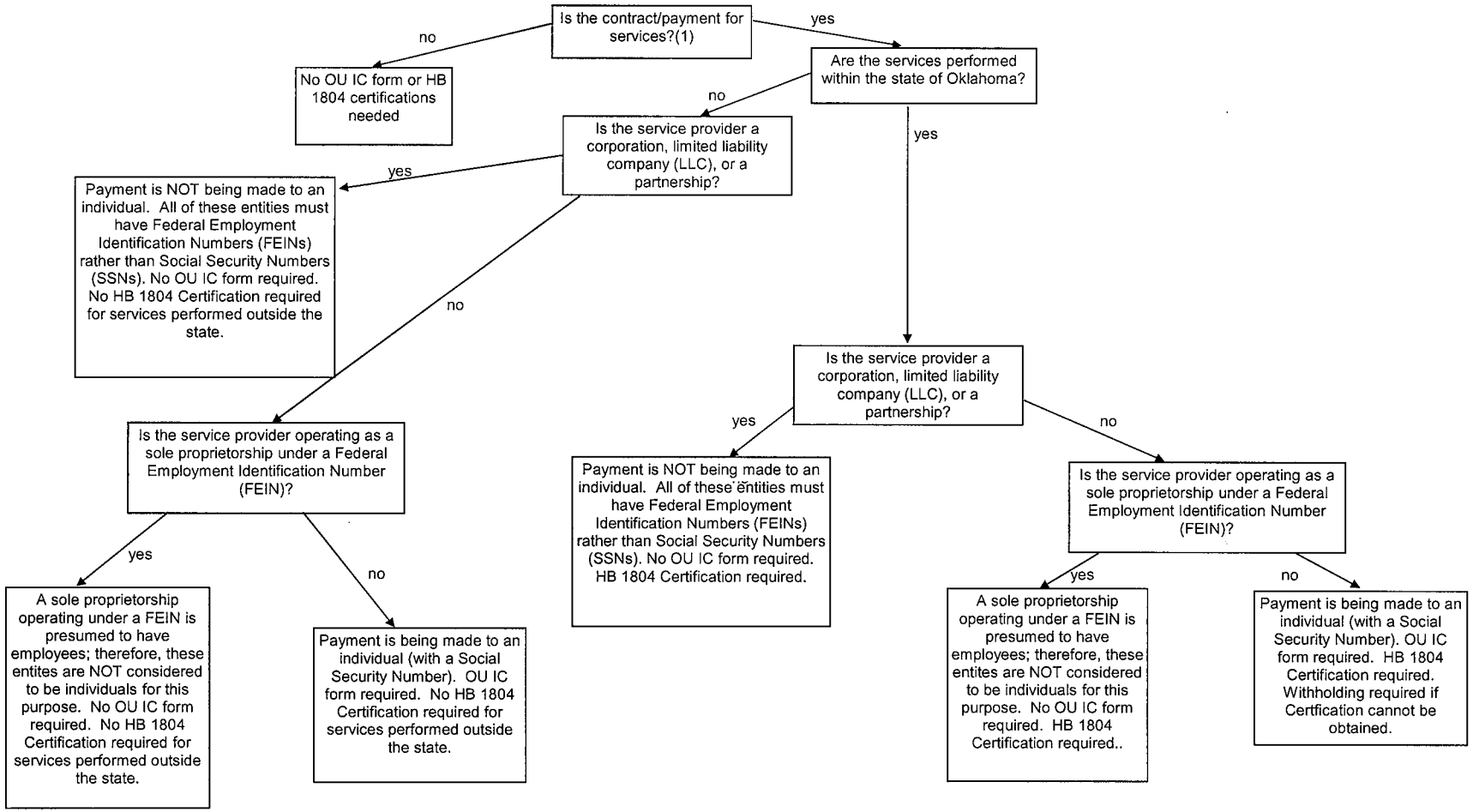
Is the contract/payment for services?(1)
no
No OU IC form or HB 1804 certifications needed
yes
Are the services performed within the state of Oklahoma?
no
Is the service provider a corporation, limited liability company (LLC), or a partnership?
yes
Payment is NOT being made to an individual. All of these entities must have Federal Employment Identification Numbers (FEINs) rather than Social Security Numbers (SSNs). No OU IC form required. No HB 1804 Certification required for services performed outside the state.
no
Is the service provider operating as a sole proprietorship under a Federal Employment Identification Number (FEIN)?
yes
A sole proprietorship operating under a FEIN is presumed to have employees; therefore, these entites are NOT considered to be individuals for this purpose. No OU IC form required. No HB 1804 Certification required for services performed outside the state.
no
Payment is being made to an individual (with a Social Security Number). OU IC form required. No HB 1804 Certification required for services performed outside the state.
yes
Is the service provider a corporation, limited liability company (LLC), or a partnership?
yes
Payment is NOT being made to an individual. All of these entities must have Federal Employment Identification Numbers (FEINs) rather than Social Security Numbers (SSNs). No OU IC form required. HB 1804 Certification required.
no
Is the service provider operating as a sole proprietorship under a Federal Employment Identification Number (FEIN)?
yes
A sole proprietorship operating under a FEIN is presumed to have employees; therefore, these entites are NOT considered to be individuals for this purpose. No OU IC form required. HB 1804 Certification required..
no
Payment is being made to an individual (with a Social Security Number). OU IC form required. HB 1804 Certification required. Withholding required if Certfication cannot be obtained.