



**UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER
VENDOR REGISTRATION FORM - COMPANIES ONLY**

Form Must Be Printed Or Typed

OUHSC is updating its vendor file. Your company will be required to complete a new vendor form to retain its active status on our vendor file.

VENDOR: Complete and return to: Univ of Okla - Purchasing, 2750 Venture Drive, Norman, OK 73069-8279 or fax to: (405) 217-9718

<input type="checkbox"/> Sole Proprietorship			<input type="checkbox"/> Partnership			<input type="checkbox"/> Corporation			<input type="checkbox"/> Other _____		
Company Name						Phone #			Fax #		
Company Name on IRS Record (if different from above)						Phone #			Fax #		
1099 Address if different from Purchase Order address (PO Box or Street, City, State, 9-digit Zip Required)											
Purchase Order information, if different:											
Where to send purchase orders (PO Box or Street , City, State, 9-Digit Zip Required)									E-Mail Address		
Contact Name & Title: _____											
Require hard copies of phoned-in orders? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Don't accept phoned-in orders. If yes, can they be faxed? <input type="checkbox"/> Yes <input type="checkbox"/> No											
Bid/Quote/Proposal information, if different:											
						Phone #			Fax #		
Where to send Requests for Bids/Quotes (PO Box or Street , City, State, 9-Digit Zip Required)									E-Mail Address		
Contact Name & Title: _____											
Remit To information, if different:											
						Phone #			Fax #		
Where to send Payment/Remittance (PO Box or Street , City, State, 9-Digit Zip Required)									E-Mail Address		
Contact Name & Title: _____											
Return To information, if different:											
						Phone #			Fax #		
Where to send Returns (PO Box or Street , City, State, 9-Digit Zip Required)									E-Mail Address		
Contact Name & Title: _____											
Customer Service Information, if different:											
				Phone #			Fax #			E-Mail Address	

Business Classification (check all that apply): Small Business Woman-owned Manufacturing General Construction Service Other
 Black Asian-American Hispanic American Indian/Alaskan Native Disability

Oklahoma Minority Certification # (if applicable) _____

Oklahoma Woman-Owned Business Certification # (if applicable) _____

Other Information:
 State of Oklahoma Payment Terms Are Net 45.

University of Oklahoma Information Only	Vendor Number: _____
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SUPPLEMENTAL INFORMATION - ALL VENDORS 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, or may result in OUHSC having to deduct backup withholding amounts from its remittances to you.

U.S. Taxpayer Identification Number (TIN) _____ If none, but applied for, date applied _____
(This number is also known as Federal Employer Identification Number [FEIN])

Check the box below that best describes your residency status:

[] Domestic (U.S.) sole proprietorship [] Domestic (U.S.) partnership [] Domestic (U.S.) corporation [] Domestic (U.S.) other

[] Foreign (non-U.S.) sole proprietorship
NOTE: IF YOU MARK THIS BOX, WE WILL FORWARD AN INTERNAL REVENUE SERVICE (IRS) FORM W-8, CERTIFICATE OF FOREIGN STATUS, TO YOU. THIS MAY EXEMPT YOU FROM BACKUP WITHHOLDING. FORM W-8 DOES NOT EXEMPT YOU FROM THE 30% (OR LOWER PERCENTAGE BY TREATY) NONRESIDENT WITHHOLDING TAXES. TO CLAIM THIS EXEMPTION, YOU MUST FILE IRS FORM 8233 WITH US. FOR MORE INFORMATION, REFER TO IRS PUBLICATION 519.

[] Foreign (non-U.S.) partnership
NOTE: IF YOU MARK THIS BOX, WE WILL FORWARD AN INTERNAL REVENUE SERVICE (IRS) FORM W-8, CERTIFICATE OF FOREIGN STATUS, TO YOU. THIS MAY EXEMPT YOU FROM BACKUP WITHHOLDING. FORM W-8 DOES NOT EXEMPT YOU FROM THE 30% (OR LOWER PERCENTAGE BY TREATY) NONRESIDENT WITHHOLDING TAXES. TO CLAIM THIS EXEMPTION, YOU MUST FILE IRS FORM 8233 WITH US. FOR MORE INFORMATION, REFER TO IRS PUBLICATION 519.

[] Foreign (non-U.S.) corporation
NOTE: IF YOU MARK THIS BOX, WE WILL FORWARD AN INTERNAL REVENUE SERVICE (IRS) FORM W-8, CERTIFICATE OF FOREIGN STATUS, TO YOU. THIS MAY EXEMPT YOU FROM BACKUP WITHHOLDING. FORM W-8 DOES NOT EXEMPT YOU FROM THE 30% (OR LOWER PERCENTAGE BY TREATY) NONRESIDENT WITHHOLDING TAXES. TO CLAIM THIS EXEMPTION, YOU MUST FILE IRS FORM 8233 WITH US. FOR MORE INFORMATION, REFER TO IRS PUBLICATION 519.

[] Foreign (non-U.S.) other - explain _____
NOTE: IF YOU MARK THIS BOX, WE MAY FORWARD AN INTERNAL REVENUE SERVICE (IRS) FORM W-8, CERTIFICATE OF FOREIGN STATUS, TO YOU. THIS MAY EXEMPT YOU FROM BACKUP WITHHOLDING. FORM W-8 DOES NOT EXEMPT YOU FROM THE 30% (OR LOWER PERCENTAGE BY TREATY) NONRESIDENT WITHHOLDING TAXES. TO CLAIM THIS EXEMPTION, YOU MUST FILE IRS FORM 8233 WITH US. FOR MORE INFORMATION, REFER TO IRS PUBLICATION 519.

Definitions (Per IRS Publication 515):

Domestic Entity (sole proprietorship, partnership, corporation, other): One that was created or organized in the U.S., or under the laws of the U.S. or any of its states.
Foreign Entity (sole proprietorship, partnership, corporation, other): One that does not fit the definition of a domestic entity.

SIGNATURE - AND SUBSTITUTE IRS FORM W-9 CERTIFICATION

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

- 1. 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
2. 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.
3. 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

Signature of Vendor Representative

Date

Title of individual completing form