



Office of the Chief Financial Officer

REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

Berkeley Lab
Substitute W-9 Form

FOR INDIVIDUAL / SOLE PROPRIETORS ONLY

Instructions to Supplier:

- An IRS W9 form will not be accepted in lieu of this Berkeley Lab W-9 Substitute form.
Please complete and return this form by fax to your Berkeley Laboratory Procurement contact.
This form contains Personally Identifiable Information (PII) when filled out. Do not store this filled-out form on your computer. Do not email or transmit via internet. Store the completed form in a safe place and destroy if possible.

Instructions to Berkeley Laboratory Department:

- Please mail this form to Mailstop 971-AP or fax to (510) 486-6975
DO NOT email this tax form as it contains PII.
Questions? Please email cfo-ap-vendorsetup@lbl.gov or call (510) 486-4784

Supplier Information

Form with fields for Social Security Number, Taxpayer ID Number, Name of Individual/Sole Proprietor, DBA name, Business phone number, Business fax number, Email address, Physical Address, Remittance Address, DUN & Bradstreet Number, North American Industry Classification, Congressional District, and Federal Tax Classification.



REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION

Berkeley Lab
Substitute W-9 Form

Vendor Profile and Tax Acknowledgement

Form with sections: What does your business provide? (Check only one box); Small Business Status (Check all that apply); State of California Withholding Requirement; Do you physically perform services in the State of California?; and a list of instructions for non-California residents.

Either a CA587 or CA590 form (not both) must be completed and signed in order to do Business with Berkeley Lab.

Under penalties of perjury, I certify that:

- 1. The number shown on this form is my correct taxpayer identification number...
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding...
3. I am a U.S. citizen or other U.S. person and...
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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

Table with 3 columns: Signature of U.S. person and supplier representative (must be authorized to sign an IRS form), Title, Date; Name of the above individual (please print), Telephone number, Email Address.