



THE TEXAS A&M UNIVERSITY SYSTEM

Substitute W9 & Vendor Direct Deposit Form

Transaction Type: New Setup For TAMU Use Only: Buy A&M: No Concur: No Funds to be Used: Local

Payee Information:

Individual/Company/Entity Legal Name: Your Full Name
(Must match TIN below):

Taxpayer ID #: _____ or **Your SSN (required)** _____
Federal Tax I.D Number **SSN - Individual/Sole Proprietor**

DBA Name (If Applicable): _____

Vendor Type - Select all that apply:

- Individual/Sole Proprietorship
- C - Corporation
- S - Corporation
- Partnership
- Trust/Estate
- Other
- Limited Liability Company. Enter the tax classification (C = C corporation, S = S corporation, P = partnership) _____
- Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____

Vendor Contact Information:

Name: (Print Name) Your Full Name **Phone:** Your Phone Number

Please Provide an Email For Orders: **Email:** Your Email

Vendor/Individual Remit To Address: _____ **Order Address (For Business Entities Only):** _____

Address: This is your permanent **Address:** _____
mailing address. Please do not list a
temporary address. *mla*

City: Your City **State:** Your State **City:** _____ **State:** _____

Zip: Your Zip Code **Zip:** _____

Certification: Under Penalties of perjury, I certify 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 form 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 long subject to backup withholding, and
3. I am a US citizen or other US person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct

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 failed to report all interest & dividends on your tax return. For real estate transactions, item 2 does not apply.

Signature: _____ **Date:** Today's Date

Direct Deposit Setup Information-Please fill out all fields to receive direct deposit.

Will these payments be forwarded to a financial institution outside the U.S.? Yes No **Acct Type:** Checking Savings

Bank Name: Your Bank's Name **Email for ACH Notification:** Your Email

ABA Routing Number: Bank's Routing Number **Account Number:** Your Bank Account Number

Pursuant to Section 403.016, Texas government Code, I authorize the Comptroller of Public Accounts and/or applicable financial institution as designated by Texas A&M University to deposit by electronic transfer payments owed to me by the State of Texas and if necessary, reversal entries and adjustments for any amounts deposited electronically in error. The Comptroller shall deposit the payments in the financial institution & account designated below. I recognize that if I fail to provide complete & accurate information on this the processing authorization form, of the form may be delayed or that my payments may be erroneously transferred electronically. I consent to & agree to comply with the National Automated Clearing House Association Rules & Regulations & the Comptroller's rules about electronic transfers as they exist on the date of my signature on this form or as subsequently adopted, amended or repealed.

Print Name: Your Full Name **Signature:** _____ **Date:** Today's Date

Please mail or fax to Texas A&M University, FMO-AP, TAMU MS 6000, College Station, TX 77843-6000; (979) 458-4191;

For questions email vendorhelp@tamu.edu (Rec 07/06/2015)