
 <p>Contracts, Purchasing, and Risk Management</p>	NORTHERN ARIZONA UNIVERSITY FOREIGN INDIVIDUAL/ENTITY VENDOR AUTHORIZATION FORM. SUBSTITUTE W-9. Contracts, Purchasing and Risk Management 928-523-4557	DO NOT SEND TO IRS RETURN TO NAU See Page 2 Revised 05/05/2025
<p>Attention: If the individual is an employee of Northern Arizona University or the business is owned wholly or partially by an employee of NAU, DO NOT complete this form and contact Contracts, Purchasing and Risk Management for assistance.</p>		
<p>Foreign individuals and entities performing services <u>within</u> the U.S. must complete the Sprintax tax packet for U.S. tax purposes. Contact Maryalice Minnick (Maryalice.Minnick@nau.edu) and Maxim Pitroff (Maxim.Pitroff@nau.edu) to initiate the Sprintax process.</p>		
1. EMPLOYER ID NUMBER (EIN) or TAX ID NUMBER (TIN) (if one has been issued):		
2. LEGAL NAME:		
3. LEGAL MAILING ADDRESS:	(Where check, tax information, and general correspondence is to be sent)	
DBA (Doing Business As):		
Address:		
Address Line 2:		
City:	State:	Postal/Zip Code:
Country:		
4. REMIT TO ADDRESS:	<input type="checkbox"/> Same as Legal Mailing Address	
Address:		
Address Line 2:		
City:	State:	Postal/Zip Code:
Country:		
5. CONTACT NAME:		
Phone Number:		
Email Address:		
6. BUSINESS PURPOSE: (Select one)		
<input type="checkbox"/> Medical	<input type="checkbox"/> Merchandise	<input type="checkbox"/> Legal
<input type="checkbox"/> Other, Specify in Box 7		
7. GOOD OR SERVICE PROVIDED / PURPOSE OF PAYMENT:		

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8. WHERE SERVICES WILL BE PERFORMED: (Select one):		
<input type="checkbox"/> Nonresident Alien performing services inside the U.S. <input type="checkbox"/> Nonresident Alien performing services outside the U.S.		
9. CERTIFICATION:		
<p>Under penalties of perjury, I certify that:</p> <ol style="list-style-type: none"> 1. I am not subject to backup withholding. 2. I certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency from doing business with the federal government. See Federal Acquisition Regulation section 52.209-6 for more information regarding debarment. <p>The Internal Revenue Service does not require your consent to any provision of this document other than the certification required to avoid backup withholding.</p>		
10. SELECT YES OR NO:		
<p>Are you an Arizona State Retirement System (A.S.R.S.) retiree, receiving benefits, and returning to work?</p> <input type="checkbox"/> Yes <input type="checkbox"/> No (Select one)		
11. NAU Contact Name and Phone/Email:		
12. PRINT NAME:	SIGNATURE:	DATE:

E-mail completed and signed form to NAU-Purchasing@nau.edu. For questions call 928-523-4557.
 Northern Arizona University is an Equal Opportunity/Affirmative Action Institution.