



PINELLAS COUNTY
BOARD OF COUNTY COMMISSIONERS, AND
CLERK OF THE CIRCUIT COURT & COMPTROLLER
VENDOR INFORMATION FORM

Instructions

BGC / GCC Personnel: Provide this form to vendors requiring setup in OPUS for any non-refund transactions. A completed form should be returned to you with a copy of the vendor's W-9 form, and then forwarded to Finance Supplier Management. Before forwarding, ensure the appropriate fields have been entered. Complete any applicable fields under "Internal Use Only" or provide this information in the body of your email.

Vendors: Complete all applicable fields. Return the completed form to the point of contact that provided you this form, along with your organization's W-9 form.

Taxpayer Information

Name (As shown on your income tax return) **Michael D. Phelps** Taxpayer Identification Number **304-50-1201**

Address Line 1 **4461 Pompano Drive SE**
Address Line 2

City **St. Petersburg** State/Prov. **FL** Zip Code **33705** Country (if outside the U.S.) **Pinellas**

Purchasing & Sales Information

Purchase Order/Sales Address Line 1
 Purchase Order/Sales Address Line 2
City State/Prov. Zip Code Country (if outside the U.S.)

Purchase Orders/Sales Email Address

Payment Remittance Information

Business/Payee Name (Name must match invoice remittance advice) **Michael D. Phelps** Preferred Method of Payment (See page 2 for info)
 ePay ACH Transfer Check

Remittance Address Line 1 **4461 Pompano Drive SE**
Remittance Address Line 2
City **St. Petersburg** State/Prov. **FL** Zip Code **33705** Country (if outside the U.S.) **Pinellas**

Contact Information

Contact Name **Michael Phelps** Phone Number **813-918-2818** Ext.

Contact Email Address **MIKED@INTEGRITYPROPS.COM**

Internal Use Only

Commodity Code(s) HHS Vendor Site Business Classification

Request for Taxpayer Identification Number and Certification

Give Form to the
 requester. Do not
 send to the IRS.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Michael D Phelps

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____
 Note: For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see Instructions) ▶ _____
 C Corporation
 S Corporation
 Partnership
 Trust/estate

4 Exemptions (codes apply only to certain entities, not individuals; see Instructions on page 3):
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
4461 Pompano Drive SE

6 City, state, and ZIP code
St. Petersburg, FL 33705

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number										
3	0	4	-	5	0	-	1	2	0	1
or										
Employer identification number										
			-							

Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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; and
- I am a U.S. citizen or other U.S. person (defined below); and
- 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 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. See the Instructions on page 3.

Sign Here Signature of U.S. person ▶ *Michael D Phelps* Date ▶ **4-7-17**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

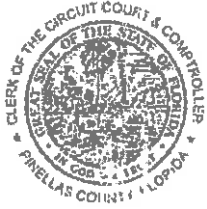
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



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Instructions			
<p>BCC / CCC Personnel: Provide this form to vendors requiring setup in OPUS for any non-refund transactions. A completed form should be returned to you with a copy of the vendor's W-9 form, and then forwarded to Finance Supplier Management. Before forwarding, ensure the appropriate fields have been entered. Complete any applicable fields under "Internal Use Only" or provide this information in the body of your email.</p> <p>Vendors: Complete all applicable fields. Return the completed form to the point of contact that provided you this form, along with your organization's W-9 form.</p>			
Taxpayer Information			
Name (As shown on your income tax return)			Taxpayer Identification Number
Integrity Property Services, Inc.			26-1543274
Address Line 1			
4154 Central Avenue			
Address Line 2			
City	State/Prov.	Zip Code	Country (if outside the U.S.)
St Petersburg	FL	33711	
Purchasing & Sales Information			
<input checked="" type="checkbox"/> Copy Taxpayer Address	Purchase Order/Sales Address Line 1		
	4154 Central Avenue		
	Purchase Order/Sales Address Line 2		
City	State/Prov.	Zip Code	Country (if outside the U.S.)
St Petersburg	FL	33711	
Purchase Orders/Sales Email Address			
APD integrityprops.com Carolyn			
Payment Remittance Information			
<input checked="" type="checkbox"/> Copy Taxpayer Information	Business/Payee Name (Name <u>must</u> match invoice remittance advice)		Preferred Method of Payment (See page 2 for info)
	Integrity Property Services, Inc.		<input type="checkbox"/> ePay <input type="checkbox"/> ACH Transfer <input checked="" type="checkbox"/> Check
	Remittance Address Line 1		
	4154 Central Avenue		
	Remittance Address Line 2		
City	State/Prov.	Zip Code	Country (if outside the U.S.)
St Petersburg	FL	33711	
Contact Information			
Contact Name		Phone Number	Ext.
Mike Phelps		813.918.2818	
Contact Email Address			
Mike APD integrityprops.com			
Internal Use Only			
Commodity Code(s)	HHS Vendor Site	Business Classification	
	<input type="checkbox"/>		

Submitted forms that are not clear and legible will be returned.
 All submissions **MUST** include a W-9 form as supporting documentation.