



# CITY OF BOSSIER CITY

P. O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

Dear Applicant to the City's Vendor/Bid List:

The City of Bossier City is using the National Institute of Governmental Purchasing (NIGP) system of coding in its centralized vendor file. This file is used by the purchasing department when seeking qualified and competitive vendors interested in providing the many services and supplies used by the City.

Enclosed is a Vendor Registration application that includes a W-9 Form. If you are interested in doing business with the City, please complete the enclosed forms. Review pages 7 through 14 of the forms below and mark those Class Item Descriptions applicable to the products or services your firm provides in the box to the left of the class number. In addition, W-9 Form must be completed, signed and dated.

Please note that unless all form (Vendor Application, NIGP Class Item Report, Construction Commodity Class [if Applicable] and W-9) are received by the Purchasing Department, you will not be registered in the vendor file. Purchase orders cannot be issued to a vendor who is not registered.

We sincerely appreciate your interest in doing business with the City of Bossier City and look forward to working with you.

If you need assistance in completing this application, call the Purchasing Department at (318) 741-8534, Fax (318)741-8970. If you wish to send the information by mail the address is:

City of Bossier City  
Purchasing Department  
P.O. Box 5337  
Bossier City, LA. 71171-5337

Sincerely,

Angela Williamson, CPA  
Director of Finance



## CITY OF BOSSIER CITY

P.O. BOX 5337  
BOSSIER CITY, LOUISIANA 71171-5337

### City of Bossier City Vendor Application Form

#### Applicant Name and Address Information

Application Date	
Business Name	
Street Address	
Address (cont.)	
City	
State	
Zip Code	
Phone Number	
Fax Number	
Email Address	
Owner or Contact Person	

#### Remittance Address ( Same as above)

Street Address	
Address (cont.)	
City	
State	
Zip Code	

#### Purchase Order (PO) Mailing Address ( Same as Remittance Address or Same as Original Address)

Street Address	
Address (cont.)	
City	
State	
Zip Code	

# Request for Taxpayer Identification Number and Certification

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

<b>Print or type See Specific Instructions on page 2.</b>	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	<b>2</b> Business name/disregarded entity name, if different from above	
	<b>3</b> Check appropriate box for federal tax classification; check only <b>one</b> of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <b>Note.</b> 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. <input type="checkbox"/> Other (see instructions) ▶ _____	
	<b>4</b> 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) _____ <i>(Applies to accounts maintained outside the U.S.)</i>	
	<b>5</b> Address (number, street, and apt. or suite no.)	
	<b>6</b> City, state, and ZIP code	
	<b>7</b> List account number(s) here (optional)	

Requester's name and address (optional)  
 City of Bossier City  
 PO BOX 5337  
 Bossier City, LA 71171-5337

## 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.

<b>Social security number</b>									

**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.

**or**

<b>Employer identification number</b>									

## Part II 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 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
3. I am a U.S. citizen or other U.S. 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 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.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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## 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](http://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:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. 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
4. 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.

**Note.** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

## What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

## Specific Instructions

### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note. ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

**Line 2**

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

**Line 3**

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

**Limited Liability Company (LLC).** If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

**Line 4, Exemptions**

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

**Exempt payee code.**

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 5 <sup>2</sup>
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

<sup>1</sup> See Form 1099-MISC, Miscellaneous Income, and its instructions.

<sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

**Note.** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

**Line 5**

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

**Line 6**

Enter your city, state, and ZIP code.

**Part I. Taxpayer Identification Number (TIN)**

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note.** See the chart on page 4 for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at [www.ssa.gov](http://www.ssa.gov). You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at [www.irs.gov/businesses](http://www.irs.gov/businesses) and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting [IRS.gov](http://IRS.gov) or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note.** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

**Part II. Certification**

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

**1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.

**2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

**3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

**4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

**5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

**What Name and Number To Give the Requester**

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor <sup>2</sup>
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee <sup>1</sup>  The actual owner <sup>1</sup>
5. Sole proprietorship or disregarded entity owned by an individual	The owner <sup>3</sup>
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

<sup>1</sup> List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>2</sup> Circle the minor's name and furnish the minor's SSN.

<sup>3</sup> You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>4</sup> List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

\*Note. Grantor also must provide a Form W-9 to trustee of trust.

**Note.** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

**Secure Your Tax Records from Identity Theft**

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.** Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to [phishing@irs.gov](mailto:phishing@irs.gov). You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: [spam@uce.gov](mailto:spam@uce.gov) or contact them at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or 1-877-IDTHEFT (1-877-438-4338).

Visit [IRS.gov](http://IRS.gov) to learn more about identity theft and how to reduce your risk.

**Privacy Act Notice**

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.

# NIGP Class Item Report

<u>Class</u>	<u>Description</u>
<input type="checkbox"/> 005	ABRASIVES
<input type="checkbox"/> 010	ACOUSTICAL TILE, INSULATING MATERIALS, AND SUPPLIES
<input type="checkbox"/> 015	ADDRESSING, COPYING, MIMEOGRAPH, AND SPIRIT DUPLICATING MACHINE SUPPLIES: CHEMICALS, INKS, PAPER, ETC.
<input type="checkbox"/> 019	AGRICULTURAL CROPS AND GRAINS INCLUDING FRUITS, MELONS, NUTS, AND VEGETABLES
<input type="checkbox"/> 020	AGRICULTURAL EQUIPMENT, IMPLEMENTS, AND ACCESSORIES (SEE CLASS 022 FOR PARTS)
<input type="checkbox"/> 022	AGRICULTURAL EQUIPMENT AND IMPLEMENT PARTS
<input type="checkbox"/> 025	AIR COMPRESSORS AND ACCESSORIES
<input type="checkbox"/> 031	AIR CONDITIONING, HEATING, AND VENTILATING EQUIPMENT, PARTS AND ACCESSORIES (SEE CLASS 740 ALSO)
<input type="checkbox"/> 035	AIRCRAFT AND AIRPORT EQUIPMENT, PARTS, AND SUPPLIES
<input type="checkbox"/> 037	AMUSEMENT, DECORATIONS, ENTERTAINMENT, GIFTS, TOYS, ETC.
<input type="checkbox"/> 040	ANIMALS, BIRDS, MARINE LIFE, AND POULTRY, LIVE, (INCLUDING ACCESSORY ITEMS)
<input type="checkbox"/> 045	APPLIANCES AND EQUIPMENT, HOUSEHOLD TYPE
<input type="checkbox"/> 050	ART EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 052	ART OBJECTS
<input type="checkbox"/> 055	AUTOMOTIVE ACCESSORIES FOR AUTOMOBILES, BUSES, TRAILERS, TRUCKS, ETC.
<input type="checkbox"/> 060	AUTOMOTIVE AND TRAILER EQUIPMENT AND PARTS
<input type="checkbox"/> 065	AUTOMOTIVE AND TRAILER BODIES, BODY ACCESSORIES, AND PARTS
<input type="checkbox"/> 071	AUTOMOBILES, SCHOOL BUSES, SUVs, AND VANS (INCLUDING DIESEL, GASOLINE, ELECTRIC, HYBRID, AND ALL OTHER FUEL TYPES)
<input type="checkbox"/> 072	TRUCKS (INCLUDING, DIESEL, GASOLINE, ELECTRIC, HYBRID, AND ALTERNATIVE FUEL UNITS)
<input type="checkbox"/> 073	TRAILERS
<input type="checkbox"/> 075	AUTOMOTIVE SHOP AND RELATED EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 080	BADGES, AWARDS, EMBLEMS, NAME TAGS AND PLATES, JEWELRY, ETC.
<input type="checkbox"/> 085	BAGS, BAGGING, TIES, AND EROSION SHEETING, ETC.
<input type="checkbox"/> 090	BAKERY EQUIPMENT, COMMERCIAL
<input type="checkbox"/> 095	BARBER AND BEAUTY SHOP EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 100	BARRELS, DRUMS, KEGS, AND CONTAINERS
<input type="checkbox"/> 105	BEARINGS (SEE CLASS 060 FOR WHEEL BEARINGS)
<input type="checkbox"/> 110	BELTS AND BELTING: AUTOMOTIVE AND INDUSTRIAL
<input type="checkbox"/> 115	BIOCHEMICALS, RESEARCH
<input type="checkbox"/> 120	BOATS, MOTORS, AND MARINE EQUIPMENT
<input type="checkbox"/> 125	BOOKBINDING SUPPLIES
<input type="checkbox"/> 135	BRICKS, CLAY, REFRACTORY MATERIALS, STONE, AND TILE PRODUCTS
<input type="checkbox"/> 140	BROOM, BRUSH, AND MOP MANUFACTURING MACHINERY AND SUPPLIES
<input type="checkbox"/> 145	BRUSHES (SEE CLASS 485 FOR JANITORIAL TYPE)
<input type="checkbox"/> 150	BUILDER'S SUPPLIES
<input type="checkbox"/> 155	BUILDINGS AND STRUCTURES: FABRICATED AND PREFABRICATED
<input type="checkbox"/> 160	BUTCHER SHOP AND MEAT PROCESSING EQUIPMENT
<input type="checkbox"/> 165	CAFETERIA AND KITCHEN EQUIPMENT, COMMERCIAL
<input type="checkbox"/> 175	CHEMICAL LABORATORY EQUIPMENT AND SUPPLIES

# NIGP Class Item Report

<u>Class</u>	<u>Description</u>
<input type="checkbox"/> 180	CHEMICAL RAW MATERIALS (IN LARGE QUANTITIES PRIMARILY FOR MANUFACTURING JANITORIAL AND LAUNDRY PRODUCTS)
<input type="checkbox"/> 190	CHEMICALS AND SOLVENTS, COMMERCIAL (IN BULK)
<input type="checkbox"/> 192	CLEANING COMPOSITIONS, DETERGENTS, SOLVENTS, AND STRIPPERS - PREPACKAGED
<input type="checkbox"/> 193	CLINICAL LABORATORY REAGENTS AND TESTS (BLOOD GROUPING, DIAGNOSTIC, DRUG MONITORING, ETC.)
<input type="checkbox"/> 195	CLOCKS, WATCHES, TIMEPIECES, JEWELRY AND PRECIOUS STONES
<input type="checkbox"/> 200	CLOTHING: ATHLETIC, CASUAL, DRESS, UNIFORM, WEATHER AND WORK RELATED
<input type="checkbox"/> 201	CLOTHING ACCESSORIES (SEE CLASS 800 FOR SHOES AND BOOTS)
<input type="checkbox"/> 204	*COMPUTER HARDWARE AND PERIPHERALS FOR MICROCOMPUTERS
<input type="checkbox"/> 206	*COMPUTER HARDWARE AND PERIPHERALS FOR MINI AND MAIN FRAME COMPUTERS
<input type="checkbox"/> 207	*COMPUTER ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 208	*COMPUTER SOFTWARE FOR MICROCOMPUTERS (PREPROGRAMMED)
<input type="checkbox"/> 209	*COMPUTER SOFTWARE FOR MINI AND MAINFRAME COMPUTERS (PREPROGRAMMED)
<input type="checkbox"/> 210	CONCRETE AND METAL PRODUCTS, CULVERTS, PILINGS, SEPTIC TANKS, ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 220	*CONTROLLING, INDICATING, MEASURING, MONITORING, AND RECORDING INSTRUMENTS AND SUPPLIES
<input type="checkbox"/> 225	COOLERS, DRINKING WATER (WATER FOUNTAINS)
<input type="checkbox"/> 232	CRAFTS, GENERAL
<input type="checkbox"/> 233	CRAFTS, SPECIALIZED
<input type="checkbox"/> 240	CUTLERY, COOKWARE, DISHES, GLASSWARE, SILVERWARE, UTENSILS, AND SUPPLIES
<input type="checkbox"/> 245	DAIRY EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 250	DATA PROCESSING CARDS AND PAPER
<input type="checkbox"/> 255	DECALS AND STAMPS
<input type="checkbox"/> 257	DEFENSE SYSTEM AND HOMELAND SECURITY EQUIPMENT, WEAPONS AND ACCESSORIES
<input type="checkbox"/> 260	DENTAL EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 265	DRAPERIES, CURTAINS, AND UPHOLSTERY MATERIAL (INCLUDING AUTOMOBILE UPHOLSTERY)
<input type="checkbox"/> 269	DRUGS AND PHARMACEUTICALS
<input type="checkbox"/> 271	DRUG AND FEEDING ADMINISTRATION, INFUSION, AND IRRIGATION EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 279	EIGHTEENTH (18TH) CENTURY REPRODUCTION GOODS
<input type="checkbox"/> 280	*ELECTRICAL CABLES AND WIRES (NOT ELECTRONIC)
<input type="checkbox"/> 285	*ELECTRICAL EQUIPMENT AND SUPPLIES (EXCEPT CABLE AND WIRE)
<input type="checkbox"/> 287	*ELECTRONIC EQUIPMENT, COMPONENTS, PARTS, AND ACCESSORIES (SEE CLASS 730 FOR TESTING OR ANALYZING TYPE)
<input type="checkbox"/> 290	ENERGY COLLECTING EQUIPMENT AND ACCESSORIES: SOLAR AND WIND
<input type="checkbox"/> 295	ELEVATORS, ESCALATORS, AND MOVING WALKS (BUILDING TYPE)
<input type="checkbox"/> 305	*ENGINEERING AND ARCHITECTURAL EQUIPMENT, SURVEYING EQUIPMENT, DRAWING INSTRUMENTS, AND SUPPLIES
<input type="checkbox"/> 310	ENVELOPES, PLAIN (SEE CLASSES 525, 615, 640, 655, 665, AND 966 FOR OTHER TYPES)
<input type="checkbox"/> 312	ENVIRONMENTAL PROTECTIVE EQUIPMENT (INSIDE AND OUTSIDE)
<input type="checkbox"/> 315	EPOXY BASED FORMULATIONS FOR ADHESIVES, COATINGS, AND RELATED AGENTS
<input type="checkbox"/> 318	FARE COLLECTION EQUIPMENT AND SUPPLIES

# NIGP Class Item Report

<u>Class</u>	<u>Description</u>
<input type="checkbox"/> 320	FASTENERS: BOLTS, NUTS, PINS, RIVETS, SCREWS, ETC. (INCL. PACKAGING, STRAPPING AND TYING EQUIPMENT AND SUPPLIES)
<input type="checkbox"/> 325	FEED, BEDDING, VITAMINS AND SUPPLEMENTS FOR ANIMALS (SEE CLASS 875 FOR DRUGS AND PHARMACEUTICALS FOR ANIMALS)
<input type="checkbox"/> 330	FENCING
<input type="checkbox"/> 335	FERTILIZERS AND SOIL CONDITIONERS
<input type="checkbox"/> 340	FIRE PROTECTION EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 345	FIRST AID AND SAFETY EQUIPMENT AND SUPPLIES (EXCEPT NUCLEAR AND WELDING)
<input type="checkbox"/> 350	FLAGS, FLAG POLES, BANNERS, AND ACCESSORIES
<input type="checkbox"/> 360	FLOOR COVERING, FLOOR COVERING INSTALLATION AND REMOVAL EQUIPMENT, AND SUPPLIES
<input type="checkbox"/> 365	FLOOR MAINTENANCE MACHINES, PARTS, AND ACCESSORIES
<input type="checkbox"/> 370	FOOD PROCESSING AND CANNING EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 375	FOODS: BAKERY PRODUCTS (FRESH)
<input type="checkbox"/> 380	FOODS: DAIRY PRODUCTS (FRESH)
<input type="checkbox"/> 385	FOODS, FROZEN
<input type="checkbox"/> 390	FOODS: PERISHABLE
<input type="checkbox"/> 393	FOODS: STAPLE GROCERY AND GROCER'S MISCELLANEOUS ITEMS
<input type="checkbox"/> 395	FORMS, CONTINUOUS: COMPUTER PAPER, FORM LABELS, SNAP-OUT FORMS, AND FOLDERS FOR FORMS
<input type="checkbox"/> 400	FOUNDRY CASTINGS, EQUIPMENT, AND SUPPLIES
<input type="checkbox"/> 405	FUEL, OIL, GREASE AND LUBRICANTS
<input type="checkbox"/> 410	FURNITURE: HEALTH CARE, HOSPITAL AND/OR DOCTOR'S OFFICE
<input type="checkbox"/> 415	FURNITURE: LABORATORY
<input type="checkbox"/> 420	FURNITURE: CAFETERIA, CHAPEL, DORMITORY, HOUSEHOLD, LIBRARY, LOUNGE, SCHOOL
<input type="checkbox"/> 425	FURNITURE: OFFICE
<input type="checkbox"/> 430	GASES, CONTAINERS, EQUIPMENT: LABORATORY, MEDICAL, AND WELDING
<input type="checkbox"/> 435	GERMICIDES, CLEANERS, AND RELATED SANITATION PRODUCTS FOR HEALTH CARE PERSONNEL
<input type="checkbox"/> 440	GLASS AND GLAZING SUPPLIES
<input type="checkbox"/> 445	HAND TOOLS (POWERED AND NON-POWERED), ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 450	HARDWARE AND RELATED ITEMS
<input type="checkbox"/> 460	HOSE, ACCESSORIES, AND SUPPLIES: INDUSTRIAL, COMMERCIAL, AND GARDEN
<input type="checkbox"/> 465	*HOSPITAL AND SURGICAL EQUIPMENT, INSTRUMENTS, AND SUPPLIES
<input type="checkbox"/> 470	*HOSPITAL, NURSING HOME OR RESIDENTIAL SPECIALIZED EQUIPMENT FOR THE HANDICAPPED AND DISABLED
<input type="checkbox"/> 475	HOSPITAL, SURGICAL, AND MEDICAL RELATED ACCESSORIES AND SUNDRY ITEMS
<input type="checkbox"/> 485	JANITORIAL SUPPLIES, GENERAL LINE
<input type="checkbox"/> 490	LABORATORY EQUIPMENT, ACCESSORIES AND SUPPLIES: GENERAL ANALYTICAL AND RESEARCH FOR NUCLEAR, OPTICAL, AND PHYSICAL
<input type="checkbox"/> 493	LABORATORY EQUIPMENT, ACCESSORIES, AND SUPPLIES: BIOCHEMISTRY, CHEMISTRY, ENVIRONMENTAL SCIENCE, ETC.
<input type="checkbox"/> 495	LABORATORY AND FIELD EQUIPMENT AND SUPPLIES: BIOLOGY, BOTANY, GEOLOGY, MICROBIOLOGY, ZOOLOGY, ETC.
<input type="checkbox"/> 500	LAUNDRY AND DRY CLEANING EQUIPMENT, ACCESSORIES AND SUPPLIES, COMMERCIAL
<input type="checkbox"/> 505	LAUNDRY AND DRY CLEANING COMPOUNDS, DETERGENTS, AND SUPPLIES

# NIGP Class Item Report

<u>Class</u>	<u>Description</u>
<input type="checkbox"/> 510	LAUNDRY TEXTILES AND SUPPLIES
<input type="checkbox"/> 515	LAWN MAINTENANCE EQUIPMENT AND ACCESSORIES (SEE CLASS 020 FOR AGRICULTURAL TYPES)
<input type="checkbox"/> 520	LEATHER AND SHOE ACCESSORIES, EQUIPMENT, AND SUPPLIES
<input type="checkbox"/> 525	LIBRARY AND ARCHIVAL EQUIPMENT, MACHINES, AND SUPPLIES
<input type="checkbox"/> 530	LUGGAGE, BRIEF CASES, PURSES AND RELATED ITEMS
<input type="checkbox"/> 540	LUMBER, SIDING, AND RELATED PRODUCTS
<input type="checkbox"/> 545	MACHINERY AND HARDWARE, INDUSTRIAL
<input type="checkbox"/> 550	*MARKERS, PLAQUES AND TRAFFIC CONTROL DEVICES
<input type="checkbox"/> 553	MANUFACTURING COMPONENTS AND SUPPLIES
<input type="checkbox"/> 555	METAL, PAPER, AND PLASTIC STENCILS AND STENCILING DEVICES
<input type="checkbox"/> 556	MASS TRANSPORTATION - TRANSIT BUS
<input type="checkbox"/> 557	MASS TRANSPORTATION - TRANSIT BUS ACCESSORIES AND PARTS
<input type="checkbox"/> 558	MASS TRANSPORTATION - RAIL VEHICLES AND SYSTEMS
<input type="checkbox"/> 559	MASS TRANSPORTATION - RAIL VEHICLE PARTS AND ACCESSORIES
<input type="checkbox"/> 560	MATERIAL HANDLING, CONVEYORS, STORAGE EQUIPMENT AND ACCESSORIES
<input type="checkbox"/> 565	MATTRESS AND PILLOW MANUFACTURING MACHINERY AND SUPPLIES
<input type="checkbox"/> 570	METALS: BARS, PLATES, RODS, SHEETS, STRIPS, STRUCTURAL SHAPES, TUBING, AND FABRICATED ITEMS
<input type="checkbox"/> 575	*MICROFICHE AND MICROFILM EQUIPMENT, ACCESSORIES, AND SUPPLIES
<input type="checkbox"/> 578	*MISCELLANEOUS PRODUCTS (NOT OTHERWISE CLASSIFIED)
<input type="checkbox"/> 580	MUSICAL INSTRUMENTS, ACCESSORIES, AND SUPPLIES
<input type="checkbox"/> 590	NOTIONS AND RELATED SEWING ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 593	NUCLEAR EQUIPMENT COMPONENTS, ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 595	NURSERY (PLANTS) STOCK, EQUIPMENT, AND SUPPLIES
<input type="checkbox"/> 600	*OFFICE MACHINES, EQUIPMENT, AND ACCESSORIES
<input type="checkbox"/> 605	OFFICE MECHANICAL AIDS, SMALL MACHINES, AND APPARATUSES
<input type="checkbox"/> 610	*OFFICE SUPPLIES: CARBON PAPER AND RIBBONS, ALL TYPES
<input type="checkbox"/> 615	OFFICE SUPPLIES, GENERAL
<input type="checkbox"/> 620	OFFICE SUPPLIES: ERASERS, INKS, LEADS, PENS, PENCILS, ETC.
<input type="checkbox"/> 625	OPTICAL EQUIPMENT, ACCESSORIES, AND SUPPLIES
<input type="checkbox"/> 630	PAINT, PROTECTIVE COATINGS, VARNISH, WALLPAPER, AND RELATED PRODUCTS
<input type="checkbox"/> 635	PAINTING EQUIPMENT AND ACCESSORIES
<input type="checkbox"/> 640	PAPER AND PLASTIC PRODUCTS, DISPOSABLE
<input type="checkbox"/> 645	PAPER, FOR OFFICE AND PRINT SHOP USE
<input type="checkbox"/> 650	PARK, PLAYGROUND, RECREATIONAL AREA AND SWIMMING POOL EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 652	PERSONAL HYGIENE AND GROOMING EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 655	*PHOTOGRAPHIC EQUIPMENT, FILM, AND SUPPLIES (NOT GRAPHIC ARTS, MICROFILM, AND X-RAY)
<input type="checkbox"/> 658	PIPE, TUBING, AND ACCESSORIES (NOT FITTINGS)
<input type="checkbox"/> 659	PIPE AND TUBING FITTINGS
<input type="checkbox"/> 660	PIPES, TOBACCOS, SMOKING ACCESSORIES; ALCOHOLIC BEVERAGES
<input type="checkbox"/> 665	PLASTICS, RESINS, FIBERGLASS: CONSTRUCTION, FORMING, LAMINATING, AND MOLDING EQUIPMENT, ACCESSORIES, AND SUPPLIES
<input type="checkbox"/> 670	PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES

# NIGP Class Item Report

<u>Class</u>	<u>Description</u>
<input type="checkbox"/> 675	PESTICIDES AND CHEMICALS: AGRICULTURAL AND INDUSTRIAL
<input type="checkbox"/> 680	*POLICE AND PRISON EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 685	POULTRY EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 690	POWER GENERATION EQUIPMENT, ACCESSORIES, AND SUPPLIES
<input type="checkbox"/> 691	POWER TRANSMISSION EQUIPMENT (ELECTRICAL, MECHANICAL, AIR AND HYDRAULIC)
<input type="checkbox"/> 700	*PRINTING PLANT EQUIPMENT AND SUPPLIES (EXCEPT PAPER)
<input type="checkbox"/> 710	PROSTHETIC DEVICES, HEARING AIDS, AUDITORY TESTING EQUIPMENT, ELECTRONIC READING DEVICES, ETC.
<input type="checkbox"/> 715	*PUBLICATIONS, AUDIOVISUAL MATERIALS, BOOKS, TEXTBOOKS (PREPARED MATERIALS ONLY)
<input type="checkbox"/> 720	*PUMPING EQUIPMENT AND ACCESSORIES
<input type="checkbox"/> 725	*RADIO COMMUNICATION, TELEPHONE, AND TELECOMMUNICATION EQUIPMENT, ACCESSORIES, AND SUPPLIES (SEE CLASS 840 FOR TELEVISION EQUIPMENT)
<input type="checkbox"/> 726	*RADIO COMMUNICATION EQUIPMENT, ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 730	*RADIO COMMUNICATION AND TELECOMMUNICATION TESTING, MEASURING, AND ANALYZING EQUIPMENT, ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 735	RAGS, SHOP TOWELS, AND WIPING CLOTHS
<input type="checkbox"/> 740	REFRIGERATION EQUIPMENT AND ACCESSORIES
<input type="checkbox"/> 745	ROAD AND HIGHWAY BUILDING MATERIALS (ASPHALTIC)
<input type="checkbox"/> 750	ROAD AND HIGHWAY BUILDING MATERIALS (NOT ASPHALTIC)
<input type="checkbox"/> 755	ROAD AND HIGHWAY ASPHALT AND CONCRETE HANDLING AND PROCESSING EQUIPMENT
<input type="checkbox"/> 760	ROAD AND HIGHWAY EQUIPMENT: EARTH HANDLING, GRADING, MOVING, PACKING, ETC.
<input type="checkbox"/> 765	ROAD AND HIGHWAY EQUIPMENT (EXCEPT EQUIPMENT IN CLASSES 755 AND 760)
<input type="checkbox"/> 770	ROOFING MATERIALS AND SUPPLIES
<input type="checkbox"/> 775	SALT (SODIUM CHLORIDE) (SEE CLASS 393 FOR TABLE SALT)
<input type="checkbox"/> 780	SCALES AND WEIGHING APPARATUS (SEE 175-08 FOR LABORATORY BALANCES)
<input type="checkbox"/> 785	SCHOOL EQUIPMENT, TEACHING AIDS, AND SUPPLIES
<input type="checkbox"/> 790	SEED, SOD, SOIL, AND INOCULANTS
<input type="checkbox"/> 795	SEWING AND TEXTILE MACHINERY AND ACCESSORIES
<input type="checkbox"/> 800	SHOES AND BOOTS
<input type="checkbox"/> 801	*SIGNS, SIGN MATERIALS, SIGN MAKING EQUIPMENT, AND RELATED SUPPLIES
<input type="checkbox"/> 803	SOUND SYSTEMS, COMPONENTS, AND ACCESSORIES: GROUP INTERCOM, MUSIC, PUBLIC ADDRESS, ETC.
<input type="checkbox"/> 804	SPACECRAFTS, ACCESSORIES AND COMPONENTS
<input type="checkbox"/> 805	SPORTING GOODS, ATHLETIC EQUIPMENT AND ATHLETIC FACILITY EQUIPMENT
<input type="checkbox"/> 810	SPRAYING EQUIPMENT (EXCEPT HOUSEHOLD, NURSERY PLANT, AND PAINT)
<input type="checkbox"/> 815	STEAM AND HOT WATER FITTINGS, ACCESSORIES, AND SUPPLIES
<input type="checkbox"/> 820	STEAM AND HOT WATER BOILERS AND STEAM HEATING EQUIPMENT
<input type="checkbox"/> 825	STOCKMAN EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 830	TANKS (METAL, PLASTIC, WOOD, AND SYNTHETIC MATERIALS): MOBILE, PORTABLE, STATIONARY, AND UNDERGROUND TYPES
<input type="checkbox"/> 832	TAPE (NOT DATA PROCESSING, MEASURING, OPTICAL, SEWING, SOUND, OR VIDEO)
<input type="checkbox"/> 838	*TELECOMMUNICATION EQUIPMENT, ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 839	*TELEPHONE EQUIPMENT, ACCESSORIES AND SUPPLIES
<input type="checkbox"/> 840	*TELEVISION EQUIPMENT AND ACCESSORIES

# NIGP Class Item Report

<u>Class</u>	<u>Description</u>
<input type="checkbox"/> 845	*TESTING APPARATUS AND INSTRUMENTS (NOT FOR ELECTRICAL OR ELECTRONIC MEASUREMENTS)
<input type="checkbox"/> 850	TEXTILES, FIBERS, HOUSEHOLD LINENS, AND PIECE GOODS
<input type="checkbox"/> 855	THEATRICAL EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 860	TICKETS, COUPON BOOKS, SALES BOOKS, STRIP BOOKS, ETC.
<input type="checkbox"/> 863	TIRES AND TUBES (INCL. RECAPPED/RETREADED TIRES)
<input type="checkbox"/> 864	TRAIN CONTROLS, ELECTRONIC
<input type="checkbox"/> 865	TWINE AND STRING
<input type="checkbox"/> 870	VENETIAN BLINDS, AWNINGS, AND SHADES
<input type="checkbox"/> 875	VETERINARY EQUIPMENT AND SUPPLIES (SEE CLASS 325 FOR VITAMINS AND SUPPLEMENTS FOR ANIMALS)
<input type="checkbox"/> 880	VISUAL EDUCATION EQUIPMENT AND SUPPLIES (EXCEPT PROJECTION LAMPS -SEE CLASS 285)
<input type="checkbox"/> 883	*VOICE RESPONSE SYSTEMS
<input type="checkbox"/> 885	WATER AND WASTEWATER TREATING CHEMICALS
<input type="checkbox"/> 890	WATER SUPPLY, GROUNDWATER, SEWAGE TREATMENT, AND RELATED EQUIPMENT (NOT FOR AIR CONDITIONING, STEAM BOILER, OR LABORATORY REAGENT WATER)
<input type="checkbox"/> 895	WELDING EQUIPMENT AND SUPPLIES
<input type="checkbox"/> 898	*X-RAY AND OTHER RADIOLOGICAL EQUIPMENT AND SUPPLIES (MEDICAL)
<input type="checkbox"/> 905	AIRCRAFT AND AIRPORT OPERATIONS SERVICES
<input type="checkbox"/> 906	ARCHITECTURAL SERVICES, PROFESSIONAL
<input type="checkbox"/> 907	*ARCHITECTURAL AND ENGINEERING SERVICES, NON-PROFESSIONAL
<input type="checkbox"/> 908	BOOKBINDING AND REPAIRING SERVICES
<input type="checkbox"/> 909	BUILDING CONSTRUCTION SERVICES, NEW (INCL. MAINTENANCE AND REPAIR SERVICES)
<input type="checkbox"/> 910	BUILDING MAINTENANCE, INSTALLATION AND REPAIR SERVICES
<input type="checkbox"/> 912	CONSTRUCTION SERVICES, GENERAL (INCL. MAINTENANCE AND REPAIR SERVICES)
<input type="checkbox"/> 913	CONSTRUCTION SERVICES, HEAVY (INCL. MAINTENANCE AND REPAIR SERVICES)
<input type="checkbox"/> 914	CONSTRUCTION SERVICES, TRADE (NEW CONSTRUCTION)
<input type="checkbox"/> 915	*COMMUNICATIONS AND MEDIA RELATED SERVICES
<input type="checkbox"/> 918	*CONSULTING SERVICES
<input type="checkbox"/> 920	*DATA PROCESSING, COMPUTER, PROGRAMMING, AND SOFTWARE SERVICES
<input type="checkbox"/> 924	*EDUCATIONAL/TRAINING SERVICES
<input type="checkbox"/> 925	*ENGINEERING SERVICES, PROFESSIONAL
<input type="checkbox"/> 926	ENVIRONMENTAL AND ECOLOGICAL SERVICES
<input type="checkbox"/> 928	*EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTOMOBILES, TRUCKS, TRAILERS, TRANSIT BUSES AND OTHER VEHICLES
<input type="checkbox"/> 929	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AGRICULTURAL, CONSTRUCTION, HEAVY INDUSTRIAL, MATERIAL HANDLING, AND ROAD AND HIGHWAY
<input type="checkbox"/> 931	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR APPLIANCE, ATHLETIC, CAFETERIA, FURNITURE, MUSICAL INSTRUMENTS, AND SEWING EQUIPMENT
<input type="checkbox"/> 934	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR LAUNDRY, LAWN, PAINTING, PLUMBING, AND SPRAYING EQUIPMENT
<input type="checkbox"/> 936	*EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR GENERAL EQUIPMENT
<input type="checkbox"/> 938	EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR HOSPITAL, LABORATORY, AND TESTING EQUIPMENT

# NIGP Class Item Report

<u>Class</u>	<u>Description</u>
<input type="checkbox"/> 939	*EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR COMPUTERS, OFFICE, PHOTOGRAPHIC, AND RADIO/TELEVISION EQUIPMENT
<input type="checkbox"/> 940	EQUIPMENT MAINTENANCE, REPAIR, CONSTRUCTION, AND RELATED SERVICES FOR RAILROADS
<input type="checkbox"/> 941	EQUIPMENT MAINT, REPAIR, AND RELATED SERVICES FOR POWER GENERATION AND TRANSMISSION EQUIP.
<input type="checkbox"/> 944	FARMING AND RANCHING SERVICES, ANIMAL AND CROP
<input type="checkbox"/> 945	FISHING, HUNTING, TRAPPING, GAME PROPAGATION, AND RELATED SERVICES
<input type="checkbox"/> 946	FINANCIAL SERVICES
<input type="checkbox"/> 947	FORESTRY SERVICES
<input type="checkbox"/> 948	*HEALTH RELATED SERVICES (FOR HUMAN SERVICES SEE CLASS 952)
<input type="checkbox"/> 952	HUMAN SERVICES
<input type="checkbox"/> 953	INSURANCE AND INSURANCE SERVICES, (ALL TYPES)
<input type="checkbox"/> 954	LAUNDRY AND DRY CLEANING SERVICES
<input type="checkbox"/> 956	*LIBRARY SERVICES (INCL. RESEARCH AND SUBSCRIPTION SERVICES)
<input type="checkbox"/> 958	*MANAGEMENT SERVICES
<input type="checkbox"/> 959	MARINE CONSTRUCTION AND RELATED SERVICES; MARINE EQUIPMENT MAINTENANCE AND REPAIR
<input type="checkbox"/> 961	*MISCELLANEOUS SERVICES, NO. 1 (NOT OTHERWISE CLASSIFIED)
<input type="checkbox"/> 962	*MISCELLANEOUS SERVICES, NO. 2 (NOT OTHERWISE CLASSIFIED)
<input type="checkbox"/> 963	NON-BIDDABLE MISCELLANEOUS ITEMS
<input type="checkbox"/> 965	PRINTING PREPARATIONS: ETCHING, PHOTOENGRAVING, AND PREPARATION OF MATS, NEGATIVES AND PLATES
<input type="checkbox"/> 966	PRINTING AND TYPESETTING SERVICES
<input type="checkbox"/> 967	*PRODUCTION AND MANUFACTURING SERVICES
<input type="checkbox"/> 968	*PUBLIC WORKS AND RELATED SERVICES
<input type="checkbox"/> 971	REAL PROPERTY RENTAL OR LEASE
<input type="checkbox"/> 975	RENTAL OR LEASE SERVICES OF AGRICULTURAL, AIRCRAFT, AIRPORT, AUTOMOTIVE, MARINE, AND HEAVY EQUIPMENT
<input type="checkbox"/> 977	RENTAL OR LEASE SERVICES OF APPLIANCES, CAFETERIA, FILM, FURNITURE, HARDWARE, MUSICAL, SEWING, AND WINDOW AND FLOOR COVERINGS
<input type="checkbox"/> 979	RENTAL OR LEASE SERVICES OF ENGINEERING, HOSPITAL, LABORATORY, PRECISION INSTRUMENTS, REFRIGERATION, SCALES, AND TESTING EQUIPMENT
<input type="checkbox"/> 981	RENTAL OR LEASE OF GENERAL EQUIPMENT (HVAC, ATHLETIC, FIRE AND POLICE PROTECTION, ETC.)
<input type="checkbox"/> 983	RENTAL OR LEASE SERVICES OF CLOTHING, JANITORIAL, LAUNDRY, LAWN, PAINTING, SPRAYING, LABORATORY AND TEXTILE EQUIPMENT
<input type="checkbox"/> 984	*RENTAL OR LEASE SERVICES OF COMPUTERS, DATA PROCESSING, AND WORD PROCESSING EQUIPMENT
<input type="checkbox"/> 985	*RENTAL OR LEASE SERVICES OF OFFICE, PHOTOGRAPHIC, PRINTING, RADIO/TELEVISION/TELEPHONE EQUIPMENT
<input type="checkbox"/> 988	ROADSIDE, GROUNDS, RECREATIONAL AND PARK AREA SERVICES
<input type="checkbox"/> 989	SAMPLING AND SAMPLE PREPARATION SERVICES (FOR TESTING)
<input type="checkbox"/> 990	*SECURITY, FIRE, SAFETY, AND EMERGENCY SERVICES (INCLUDING DISASTER DOCUMENT RECOVERY)
<input type="checkbox"/> 992	TESTING AND CALIBRATION SERVICES
<input type="checkbox"/> 998	SALE OF SURPLUS AND OBSOLETE ITEMS



## CONSTRUCTION COMMODITY CLASS

Commodity Class: 099

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Sub Class	Detailed Class	Detailed Class Description
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- 01 General Construction
  - 01 Carpentry, Masonry, Drywall, Windows
  - 02 Painting
  - 03 Roofing
  - 04 Chimney Repair
  - 05 Housing Rehabilitation – Weatherizing
  - 06 Excavation, Back Filling
  - 07 Cement Trades, Footing, Foundation, Walkways, Driveways
  - 08 Sheet Metal Work
  - 09 Demolition, Sale/Razing
  - 10 Fencing Installation
  - 11 Misc. Construction Services, Water Well Drilling
  - 12 Asbestos Removal
  - 13 Road Repair
  - 14 Water Main Laying
  - 15 Water Main Cleaning and Lining
  - 16 Sewer; Sanitary, Stormwater, Combination – Repair, Installation

Vendors wanting to be registered under general construction must place a check mark in the  area to the left of the "01 General Construction." Continue to check all trades under general construction the company performs.

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- 03 Electrical
  - 01 Fire Protection Equipment Installation  
[Fire Detection, Alarm System Installation]

Check Fire Protection Equipment Installation if applicable.

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- 05 Plumbing
  - 01 Fire Protection Equipment Installation  
[Sprinkler Systems installed, Pipe Fitting, ect]

Check Fire Protection Equipment Installation if applicable.

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- 07 Heating, Ventilating, Air Conditioning
  - 01 Boiler, Steam Power Plant

Check Boiler, Steam Power Plant if applicable

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- 09 Elevator
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- 11 Landscape Work
  - 01 Tree Service, Prune, Trim, Fertilize, Plant, Grass Cutting

Check Tree Service, Prune, Trim, Fertilize, Plant, Grass Cutting if applicable.

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- 13 Traffic Signal Installation
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