



CHELAN FIRE and RESCUE

10/19/2011

To: Business Owner/Manager

To comply with federal regulations, Chelan Fire & Rescue is requesting all vendors to provide their Taxpayer Identification Number (TIN) and indicate their payee type; for determining payments reportable to the Internal Revenue Service. The W-9 form can be returned either by mail, fax, or email. The form can also be accessed on our web site using the contractor's and vendors tab. The web site address is: chelan7.com.

If you FILE your business as an individual or sole proprietor, your TIN is your Social Security Number; if you file under your business name then the TIN is your Federal Employer Identification Number.

This information will not be used for any other purpose except to comply with federal regulations.

Sincerely,

Carol Kibler, Admin. Office Manager
Chelan Fire & Rescue

Enclosure