

Return this form via:

Mail: Tulsa Public Schools  
Accounting Department  
PO Box 470208  
Tulsa, OK 74147-0208  
Or Email: oliphco@tulsaschools.org  
Or Fax: (918) 746-6244



For Internal Use Only

### VENDOR REGISTRATION ONLY for INDIVIDUALS LISTED BELOW

If you do not fit one of these categories, you may not use this form.

Type of Payments You Will Receive: (Check only 1 box)

<input type="checkbox"/>	Athletics: Referee / Game Worker	<input type="checkbox"/>	Private School Employee Expense Reimbursement or Stipend (Name of Private School) _____
<input type="checkbox"/>	Athletics: Medical Services for Athletics	<input type="checkbox"/>	Job Interview Travel Expense Reimbursement
<input type="checkbox"/>	Student Prizes / Awards	<input type="checkbox"/>	Accreditation Visit Expense Reimbursement
<input type="checkbox"/>	Parent Mileage Reimbursement		

Name (as shown on your income tax return)	
Mailing Address Line 1 (Street Address or PO Box)	
City, State and ZIP	
Email Address	
Telephone 1	Telephone 2

(Consult [www.irs.gov](http://www.irs.gov) as needed)

### REQUIRED FEDERAL TAX INFORMATION

You may complete the area below OR provide your signed W-9 form (August 2013 version or later).

Form **W-9**  
(Rev. December 2014)  
(customized for individuals)

Social Security Number

Enter your Taxpayer Identification Number (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 IRS instructions, Part 1 on page 3. If you do not have a number, see IRS instructions, How To Get a TIN on page 3.

**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).

**Certification Instructions for Individuals.** 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

<b>Sign Here</b>	Signature of U.S. person	Date
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<b>Payment Preference</b> <input type="checkbox"/> Check  <input type="checkbox"/> Direct Deposit (Please complete banking info at right and attach a voided check)	<b>Banking Information for Direct Deposit</b> (Attach copy of voided check on the reverse or on a separate paper)	
	Bank Name	Account Type
	Bank Routing number	<input type="checkbox"/> Checking
	Bank Account number	<input type="checkbox"/> Savings