



**CITY OF WARSAW
OFFICE OF THE CLERK-TREASURER**

102 S. Buffalo St. Warsaw, IN 46580
www.warsaw.in.gov

Phone: 574-372-9545
Fax: 574-372-9504

The Internal Revenue Service regulations require that we have an updated W-9 on file for your business. We also must know if your business is a corporation.

Please provide the information requested below and return it with the completed FORM W-9 (attached) to our Accounts Payable within ten (10) days, to the address below:

CITY OF WARSAW
102 S Buffalo St
Warsaw, IN 46580

Please check the classification that applies to your business:

- _____ PARTNERSHIP
_____ CORPORATION OR NON-PROFIT ORGANIZATION
_____ INDIVIDUAL
_____ SOLE PROPRIETOR

Please fill in your company's tax identification number or individual social security number in the spaces provided below:

TAX ID NUMBER _____

SOCIAL SECURITY NUMBER _____

NAME AS LISTED WITH THE IRS _____

PHONE: _____

FAX: _____

Thank you in advance for your timely completion of these forms.

Sincerely,

Lynne Christiansen
Clerk-Treasurer
City of Warsaw

Attachment