



MIT Lincoln Laboratory Modified W-9 Form

For help, see instructions tab

* Mandatory field for Domestic and International Vendors

** Mandatory field for Domestic Vendors Only

Date:

Vendor Legal Name*:

MIT/LL CSD Point of Contact:

DBA Name:

DUNS Number: NAICS Code:

Street Address*:

PO BOX No.:

City/State*:

Nine-Digit Zip Code:** [Click here to find nine-digit zip code](#)

Congressional District:** [Click here to find congressional district, a single or double digit number](#)

Country*:

Telephone: Fax:

E-Mail for PO delivery*: @

E-Mail for correspondence:

Contact Person:

Payment Terms*:

SELECT ONLY ONE*:

Federal Tax Id No. (TIN): (MIT-LL: Enter in Tax I.D. 2 field in Vendor Master)

-OR-

Soc. Sec. No. (SSN). Individuals only: Social Security numbers should be called in via phone to 781-981-7191.

(MIT-LL Enter in Tax I.D. 1 field in Vendor Master)

Is the vendor a Consultant or an Individual? * YES: NO:

* MIT ONLY: 1099s are Individuals/LLCs & LLPs (usually Consultants) requiring the "07" Tax withholding (see instructions). If "Inc." or "Corp" company is not 1099.

Resources (enable macros)

Find size status, NAICS, and HUBZone certifications:

SBA.GOV

Online Certs. & Reps.- Enter or look up via DUNS #:

SAM.GOV

I. Large Business Firms. Check One of the following:

- Large Business - LLB
- Non Profits - LNP, (any size but not (LED) or (LHO) immediately below)
- ALL Educational Institutions - LED, (except SMI or EMT below)
- Hospital or other Health Agency- LHO

II. Small Business Firms. If SBB check ALL of the following that apply. Multiple Selections generate a new code (S+2 digit number), below.

Small Business- SBB (all subcategories below are SBB, Please add additional details)

- Woman Owned Small Business- WOSB

- Small Disadvantaged Business- SDB

SELECT ONLY ONE OF THESE THREE

- Alaska Native Corporation- ANC, (automatic SDB, cannot be HBC)

- Historically Black Coll./Minority Institution- HBC (automatic SDB, cannot be ANC, WOSB, HZ, VOSB nor SDVOSB)

- HUBZone- HZ, (must be SBA certified - attach certification)

- Veteran Owned Small Business- VOSB

SELECT ONLY ONE

- Service Disabled Veteran Owned Business SDVOSB

III. Excluded Firms. If not LB or SB check only one of the following

- MIT; interdivisional transfers/purchase orders (POs to MIT and its divisions) - EMT
- Foreign Company, Government or Agency - EFO
- Federal/State/Local Government or Agency - EUS

#N/A below indicates an error - recheck your settings

MIT-LL INTERNAL USE: Use this code in the Vendor Master using transactions XK01/2:

SBB

Small Business Only