

W-9 Form Processing, Collection & Terms

Last Updated: Oct 19th, 2021

Processing & collection:

As outlined in Client MSAs, Abound files and issues 1099 Forms by collecting data from a Form W-9 or a substitute Form W-9*, by request of its Clients/Subscribers and on behalf of their End Users for processing informational returns.

- **Relevant End User data is collected from Client/Subscriber for 1099 submission in the form of W-9 Forms or in an aggregated file known as W-9 Form Alternatives***
- **Abound does not collect W-9 Forms or W-9 Form Alternatives* directly from the End User**

Abound files and issues 1099 Forms by collecting data from a Form W-9 or a substitute Form W-9*, utilizing End User data which may include, but is not limited to, the following:

Payer Data Processed	Payee Data Processed
<ul style="list-style-type: none">● Name● Fulling mailing address	<ul style="list-style-type: none">● Name● Entity name● Entity type● Exemptions● Full mailing address● Account number(s)● Taxpayer Identification Number(s)

*Clients/Subscribers/Payers may provide W-9 equivalent information in bulk which results in Abound processing a large data file of W-9 Form Alternatives. In such cases, Abound does not process the actual forms, but requires Payers to keep original W-9 Forms for their tax compliance.

Example forms:

Form W-9 (Rev. October 2018) Department of the Treasury Internal Revenue Service	Request for Taxpayer Identification Number and Certification ▶ Go to www.irs.gov/FormW9 for instructions and the latest information.	Give Form to the requester. Do not send to the IRS.
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Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <div style="display: flex; justify-content: space-between; font-size: 0.8em;"> <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 </div> <div style="margin-top: 5px;"> <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> </div> <div style="margin-top: 5px;"> <input type="checkbox"/> Other (see instructions) ▶ _____ </div>	4 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) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

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 instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

or
 Employer identification number

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 for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
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Note - Forms are for example use only, should not be scanned or used for official tax submissions.

Abound's Required End User Consent Language:

(To be added to contract with End User by Client/Subscriber)

You certify, under penalty of perjury that:

- 1. The Taxpayer Identification Number or Social Security Number provided is correct.**

- 2. You are not subject to backup withholding either because (a) you are exempt from backup withholding, or (b) you have not been notified by the Internal Revenue Service (IRS) that you are subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified you that you are no longer subject to backup withholding.**
- 3. You are a U.S. citizen or other U.S. person.**
- 4. The FATCA code(s) entered (if any) indicating that you are exempt from FATCA reporting is correct.**

You grant [Client/Subscriber] limited power of attorney to act as your agent in processing your W-9 Form. The Internal Revenue Service does not require [Client/Subscriber] consent to any provision of this document other than the certifications required to avoid backup withholding.