

County of Sonoma ONLINE FAMIS Vendor Record Coding Form

VENDOR NUMBER _____

*** NOTE: The vendor name must agree with the legal name used by the IRS. For Sole Proprietorships (a common form of small business) the legal name is the name of the owner. Vendors will be sorted by their business name so you will be able to find them even if their legal name is different.

LEGAL NAME

Same as line 1 on Form W-9

BUSINESS NAME

Same as line 2 on Form W-9

ADDRESS

CITY, STATE AND ZIP CODE

PHONE NO.

Social Security Number
AND/OR

Employer Tax Identification Number

Please check appropriate boxes for all categories

NEW

CHANGE

EMPLOYEE

PERMANENT

TEMPORARY

FAMIS ONLY

BSO NEW

BSO NO.

individual/sole proprietor

corporation

other

type of service

supplies
consulting
other

service
construction
please specify :

medical
attorney

W-9 REQUIRED FOR ALL PERMANENT VENDORS

Date:

Dept:

Name:

Phone:
