

## W9 Directions:

Print the form

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Line 1: Enter your full name (first and last name).

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Section 3: Only select: Individual/sole proprietor or single-member LLC

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Line 5: Enter your full address (Address number | Street Name | Unit number (if applicable)).

Line 6: Enter your Town/City | State | Zip Code

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Enter your SSN or EIN Number :

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Sign and Date at the bottom of the form:

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Take a very clear photo of the W9 (or scan it as a pdf file and upload it).