

Rock Hill School District Three  
 386 East Black Street  
 Rock Hill, SC 29730

**If you are a current Rock Hill School District employee, please contact Procurement Services before completing this form.**

<b>1. Legal Name</b> (as entered with IRS, no nicknames) If Individual, Sole Proprietorship or LLC Single Owner, enter your LEGAL Last Name, First Name, Middle Initial. Otherwise enter business name.	
Minority Run Business? Yes      No	
<b>2. Trade/DBA Name (if different from #1 above)</b>	
<b>3. Remit Address (mailing address for Individuals)</b>	<b>4. Order Address (if different from Remit Address)</b>
PO Box or # and Street: <input style="width: 100%; height: 20px;" type="text"/>	PO Box or # and Street: <input style="width: 100%; height: 20px;" type="text"/>
City                                      State                                      Zip <input style="width: 30%; height: 20px;" type="text"/> <input style="width: 15%; height: 20px;" type="text"/> <input style="width: 30%; height: 20px;" type="text"/>	City                                      State                                      Zip <input style="width: 30%; height: 20px;" type="text"/> <input style="width: 15%; height: 20px;" type="text"/> <input style="width: 30%; height: 20px;" type="text"/>
Phone #                      Fax                      Email <input style="width: 20%; height: 20px;" type="text"/> <input style="width: 20%; height: 20px;" type="text"/> <input style="width: 40%; height: 20px;" type="text"/>	Phone #                      Fax                      Email <input style="width: 20%; height: 20px;" type="text"/> <input style="width: 20%; height: 20px;" type="text"/> <input style="width: 40%; height: 20px;" type="text"/>
<b>5. Legal Entity Type</b>	<b>6. Taxpayer Identification Number (TIN)</b>
Individual/Sole Proprietorship/LLC Single Owner Partnership or LLC taxed as a Partnership Corporation or LLC taxed as a Corporation Government Entity Non-Profit Entity Other - Specify: _____	If you are a sole proprietor and you have an EIN (employer identification number), you may enter your SSN or EIN. However the IRS prefers that you show the SSN.  _____ - _____ - _____ Social Security Number  _____ - _____ Employer Identification Number
<b>7. Certification</b>	
Under Penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number, AND 2. I am not subject to back up withholding because <ul style="list-style-type: none"> <li>a. I am exempt from backup withholding, or</li> <li>b. I have not been notified by the Internal Revenue Service (IRS) that I am subject to back up withholding as a result of a failure to report all interest or dividends, or</li> <li>c. The IRS has notified me that I am no longer subject to back up withholding.</li> </ul> 3. I am a U.S. citizen (including a US resident alien). 4. <b>I am NOT a Rock Hill District Employee.</b>	
<b>Printed Name:</b> _____ <b>Printed Title:</b> _____	
<b>Signature:</b> _____ <b>Date:</b> _____ <b>Phone:</b> _____	