

Attachment C

Payee Data Record Form

PLAN REVIEW SERVICES



ADMINISTRATIVE OFFICE OF THE COURTS

OFFICE OF COURT CONSTRUCTION AND MANAGEMENT

STATE OF CALIFORNIA **PAYEE DATA RECORD** (Required in lieu of IRS W-9 when doing business with the State of California)

STD. 204 (REV. 2-99)

NOTE: Governmental entities, federal, state, and local (including school districts) are not required to submit this form.

SECTION 1 must be completed by the requesting state agency before forwarding to the payee

PLEASE be used by s RETURN CITY, STATE, ZIP CODE	nformation contained in this form will state agencies to prepare information m 1099) and for withholding on nonresident payees. Prompt return of
PLEASE RETURN CITY, STATE, ZIP CODE REURS (For payments to r this fully com	m 1099) and for withholding on
RETURN CITY, STATE, ZIP CODE payments to r	nonresident payees. Prompt return of
TO:	pleted form will prevent delays when
TELEPHONE NUMBER processing part	
	ivacy Statement on reverse)
SOLE PROPRIETORENTER OWNER'S FULL NAME HERE (Last, First, M.I.)	
MAILING ADDRESS (Number and Street or P. O. Box Number)	
(City, State and Zip Code)	
3 CHECK ONE BOX ONLY	
	NOTE: State and
PAYEE MEDICAL CORPORATION (Including dentistry, podiatry, podiatry, psychotherapy, optometry, chiropractic, etc.)	local governmental entities, including
TYPE EXEMPT CORPORATION (Nonprofit) ESTATE OR TRUST	school districts are not required to submit this form.
ALL OTHER CORPORATIONS INDIVIDUAL/SOLE PROPR	
4 SOCIAL SECURITY NUMBER REQUIRED FOR INDIVIDUAL/SOLE PROPRIETOR BY AUTHOR REVENUE AND TAXATION CODE SECTION 18646 (See reverse)	ORITY OF THE NOTE: Payment
PAYEE'S	will not be processed without
TAXPAYER FEDERAL EMPLOYERS IDENTIFICATION NUMBER (FEIN) SOCIAL SECURITY NUMBER I.D. NUMBER FEDERAL EMPLOYERS IDENTIFICATION NUMBER (FEIN) SOCIAL SECURITY NUMBER	an accompanying taxpayer I.D.
	number.
IF PAYEE ENTITY TYPE IS A CORPORATION, PARTNER- SHIP, ESTATE OR TRUST, ENTER FEIN. PROPRIETOR, ENTER SSAN.	SOLE
5 CHECK APPROPRIATE BOX(ES)	NOTE: a. An estate is a
California Resident - Qualified to do business in CA or a permanent place of business in CA	resident if decedent was a
PAYEE Statistics in err RESIDENCY Nonresident (See Reverse) Payments to nonresidents for services may be subject to state withholding	California resident at time of death. b. A trust is a
WAIVER OF STATE WITHHOLDING FROM FRANCHISE TAX BOARD ATTACHED	resident if at least one trustee is a
SERVICES PERFORMED OUTSIDE OF CALIFORNIA	California resident. (See reverse)
	led on this desument
I hereby certify under penalty of perjury that the information provid is true and correct. If my residency status should change, I will pro	
CERTIFYING AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) TITLE	
SIGNATURE DATE	TELEPHONE NUMBER

ARE YOU A RESIDENT OR A NONRESIDENT?

Each corporation, individual/sole proprietor, partnership, estate or trust doing business with the State of California must indicate their residency status along with their taxpayer identification number.

A **corporation** will be considered a "resident" if it has a permanent place of business in California. The corporation has a permanent place of business in California if it is organized and existing under the laws of this state or, if a foreign corporation has qualified to transact intrastate business. A corporation that has not qualified to transact intrastate business (e.g., a corporation engaged exclusively in interstate commerce) will be considered as having a permanent place of business in this state only if it maintains a permanent office in this state that is permanently staffed by its employees.

For **individuals/sole proprietors**, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose which will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.

For withholding purposes, a **partnership** is considered a resident partnership if it has a permanent place of business in California. An estate is considered a California estate if the decedent was a California resident at the time of death and a trust is considered a California trust if at least one trustee is a California resident.

More information on residency status can be obtained by calling the Franchise Tax Board at the numbers listed below:

From within the United States, call.....1-800-852-5711 From outside the United States, call.....1-916-845-6500 For hearing impaired with TDD, call....1-800-822-6268

ARE YOU SUBJECT TO NONRESIDENT WITHHOLDING?

Payments made to nonresident payees, including corporations, individuals, partnerships, estates and trusts, are subject to withholding. Nonresident payees performing services in California or receiving rent, lease or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for state income taxes. However, no withholding is required if total payments to the payee are \$1500 or less for the calendar year.

A nonresident payee may request that income taxes be withheld at a lower rate or waived by sending a completed form FTB 588 to the address below. A waiver will generally be granted when a payee has a history of filing California returns and making timely estimated payments. If the payee activity is carried on outside of California or partially outside of California, a waiver or reduced withholding rate may be granted. For more information, contact:

Franchise Tax Board Nonresident Withholding Section Attention: State Agency Withholding Coordinator P.O. Box 651 Sacramento, CA 95812-0651 Telephone: (916) 845-4900 FAX: (916) 845-4831

If a reduced rate of withholding or waiver has been authorized by the Franchise Tax Board, attach a copy to this form.

PRIVACY STATEMENT

Section 7(b) of the Privacy Act of 1974 (Public Law 93-5791) requires that any federal, state, or local governmental agency which requests an individual to disclose his social security account number shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it.

The State of California requires that all parties entering into business transactions that may lead to payment(s) from the State must provide their Taxpayer Identification Number (TIN) as required by the State Revenue and Taxation Code, Section 18646 to facilitate tax compliance enforcement activities and to facilitate the preparation of Form 1099 and other information returns as required by the Internal Revenue Code, Section 6109(a). The TIN for individual and sole proprietorships is the Social Security Number (SSN).

It is mandatory to furnish the information requested. Federal law requires that payments for which the requested information is not provided be subject to a 31% withholding and state law imposes noncompliance penalties of up to \$20,000.

You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

Please call the Department of Finance, Fiscal Systems and Consulting Unit at (916) 324-0385 if you have any questions regarding this Privacy Statement. Questions related to residency or withholding should be referred to the telephone numbers listed above. All other questions should be referred to the requesting agency listed in Section 1.