

Bid Form

RFP No. 2024-04, DESIGN/BUILD – RIVERS HOUSE RENOVATION

Lump Sum Price for Demolition and/or Replace/Repair of the following specific scopes of work. If not included below then it is specifically excluded from the Bid:

1. Front Porch: Remove 1x4 Decking and Damaged 2x8 Floor Joists, Replace Damaged 2x8 Floor Joists, Install New PT 2x4 for Decking, Frame New Stairs on Right Side of the Porch, Install Porch Handrails, Replace the Trim on 1 Column, Remove and Replace two 2x12 headers at the Outside Edge of the Porch
2. Sleeping Porch; Remove Exterior Wall Panels that were added between Columns, install two new Concrete Piers to Add Support to Porch, Add Pressure Treated Wood to Joists and Beams, Add Metal Hangers (where accessible) at Beam-to-Joist Connections,
3. Demolition of the Addition on Right Side of Building
4. Reclaim as much Good Siding Material from Demolition Noted in #3 above as possible and Reuse.
5. Apply Two Coats of White Exterior Sherwin Williams Paint on Exterior Walls of Building, No Surface Preparation is Included Other Than Pressure Washing
6. Replace damaged lattice skirt board around exterior at crawl space
7. City will provide temporary: power, water, and sanitary at the project site
8. No Permitting Fees are Included
9. No guarantee of: exact match to existing conditions or for remodel to be historically correct

Total Price Written in Words: Two Hundred Twenty Five Thousand Dollars (\$225,000)

Proposals may not be withdrawn after the scheduled opening time for a period of sixty (60) days.

Failure to complete all fields may result in your bid being rejected as non-responsive.

CORPORATE DETAILS:

COMPANY NAME: Bourre Construction Group

ADDRESS: 3168 Highway 17 South, Suite B, Fleming Island Fl. 32003

TELEPHONE: 904 602-5220

EMAIL: mbourre@bourreconstructiongroup.com

CONTRACTOR LICENSE #: CGC1508608

Name of Person submitting Bid: Michael Bourre

Title: President


Signature:  _____

Date: 7/16/24

STATEMENT OF BIDDER'S QUALIFICATIONS

All questions must be answered and the data given must be clear and comprehensive. If necessary, questions may be answered on separate attached sheets. The Bidder may submit any additional information he desires.

1. Name of bidder. *Bourre Construction Group*
2. Permanent main office address. *3168 Hwy 17 South, Suite B, Fleming Island Fl. 32003*
3. Copy of licenses required to perform work. *See Attached*
4. Date firm was organized. *2/10/2005*
5. How many years have you been engaged in the contracting business under your present firm or trade name? *19 years*
6. Contracts on hand: (Schedule these, showing amount of each contract and the appropriate anticipated dates of completion). *N/A*
7. Have you ever failed to complete any work awarded to you? *No*
8. Have you ever defaulted on a contract? *No*
9. List the more important projects recently completed by your company, stating the approximate cost for each, and the month and year completed. *Clay Habitat Office, \$500,000, 2024*
10. List your major equipment **available for this project**. *N/A*
11. Experience in construction work similar in importance to this project. *19 years of Commercial and Residential Experience*
12. Background and experience of the principal members of your organization, including the officers. *See Resume Attached*
13. Credit available: \$ *N/A*.
14. Give bank reference. *N/A*
15. Will you, upon request, fill out a detailed financial statement and furnish any other information that may be required by the County? *N/A*
16. The undersigned hereby authorizes and request any person, firm, or corporation to furnish any information requested by the County in verification of the recitals comprising this Statement of Bidder's Qualifications.

 for Bourre Construction Group 7/16/24
Bidder Date

DRUG-FREE WORKPLACE COMPLIANCE FORM

In order to have a drug-free workplace program, a business shall abide as follows:

The undersigned vendor/contractor in accordance with Florida Statue 287.087 hereby certifies that Bourre Construction Group (name of business) does:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the company’s policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees or drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in item 1, above.
4. In the statement specified in item 1, notify the employees that as a condition of working on the commodities or contractual services which are under proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that, Bourre Construction Group (name of business), fully complies/does not comply with the above requirements.


Vendor/Contractor Signature

7/16/24
Date

**STANDARD ADDENDUM
TO ALL
CITY CONTRACTS AND AGREEMENTS**

Any other provisions of the Contract or Agreement to which this Standard Addendum is attached to the contrary notwithstanding, the parties specifically agree that the provisions hereinafter set forth will apply exclusively with respect to the matters addressed, whether addressed in said Contract or Agreement or not, and shall be deemed an integral part of said Contract or Agreement as if duly set out therein, having a force and effect of equal or superior dignity, as applicable, with the provisions thereof; provided, that if the provisions of the Contract or Agreement address a particular matter in a manner which results in a lower cost to the City than this Standard Addendum, then such provisions of the Contract or Agreement shall control and supersede the applicable provisions hereof (as used herein, the term "Contractor" means the vendor or other party in the Contract or Agreement providing construction, labor, materials, professional services, and/or equipment to the City thereunder; the term "City" means Green Cove Springs, a municipal corporation of the State of Florida, its City Council, or any other name or label set forth in the Contract or Agreement identifying such entity).

1. All payments for services rendered, or supplies, materials, equipment and the like constructed, delivered, or installed under the Contract or Agreement (the Work) shall be made by the City in accordance with the Local Government Prompt Payment Act (the Act). Upon receipt of a proper statement, invoice or draw request, the City shall have the number of days provided in the Act in which to make payment.
2. Any work or professional services sub-contracted for by the Contractor for which the City has agreed to reimburse the Contractor shall not be marked up but shall be payable by the City only in the exact amount reasonably incurred by the Contractor. No other such sub-contracted services shall be reimbursed.
3. In the event the Contract or Agreement is for professional services, charged on a time basis, the City shall not be billed or invoiced for time spent traveling to and from the Contractor's offices or other points of dispatch of its sub-contractors, employees, officers, or agents in connection with the services being rendered.
4. The City shall not be liable to reimburse the Contractor for any courier service, telephone, facsimile, or postage charges incurred by the Contractor, except as follows, and then only in the exact amount incurred by the Contractor [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
5. The City shall not be liable to reimburse the Contractor for any copying expenses incurred by the Contractor, except as follows, and then only at \$0.05 per page [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
6. If and only if travel and per diem expenses are addressed in the Contract or Agreement in a manner which expressly provides for the City to reimburse the Contractor for the same, then the City shall reimburse the Contractor only for those travel and per diem expenses reasonably incurred and only in accordance with the provisions of Section 112.061, Florida Statutes or as otherwise limited by Florida law. In the event the Contractor has need to utilize hotel accommodations or common carrier services, the City shall reimburse the

Contractor for his, her, or its reasonable expense incurred thereby provided prior written approval of the City Manager of the City or his or her designee is obtained.

7. With respect to drawings and/or plans prepared on behalf of the City by the Contractor under the Contract or Agreement, unless specifically provided otherwise therein, complete sets of such drawings and/or plans shall be reproduced by the Contractor without cost to the City for all bidders requesting the same, and five (5) complete sets of such drawings and/or plans shall be reproduced and delivered to the City without cost.
8. With respect to any indemnification by the City provided under the Contract or Agreement, any such indemnification shall be subject to and within the limits set forth in Section 768.28, Florida Statutes, and shall otherwise be limited as provided by law.
9. In that the City is a governmental agency exempt from sales tax, the City shall pay no such taxes, any other provisions of the Contract or Agreement to the contrary notwithstanding. The City shall provide proof of its exempt status upon reasonable request.
10. Any pre-printed provisions of the Contract or Agreement to the contrary notwithstanding, the same shall not automatically be renewed but shall be renewed only upon subsequent agreement of the parties.
11. The Contractor acknowledges that in the budget for each fiscal year of the City during which the term of the Contract or Agreement is in effect, a limited amount of funds are appropriated which are available to make payments arising under the Contract or Agreement. Any other provisions of the Contract or Agreement to the contrary notwithstanding, and pursuant to applicable Florida Statutes, the maximum payment that the City is obligated to make under the Contract or Agreement from the budget of any fiscal year shall not exceed the appropriation for said fiscal year.

CITY OF GREEN COVE SPRINGS

CONTRACTOR

By: _____
Constance Butler, Mayor

By: Michael Bourre, President
(Printed Name and Title)

ATTEST:

By: _____
Erin West, City Clerk

**Certification Regarding Debarment, Suspension,
Ineligibility and Voluntary Exclusion Form**

RFP No. 2024-04, DESIGN/BUILD – RIVERS HOUSE RESTORATION

- (1) The prospective Vendor, Bourre Construction Group, certifies, by submission of this document, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or Agency.
- (2) Where the Vendor is unable to certify to the above statement, the prospective Vendor shall attach an explanation to this form.

Vendor:

Bourre Construction Group

By: 
Signature

Michael Bourre, President
Name and Title

3168 Highway 17 South
Street Address

Fleming Island FL 32003
City, State, Zip

7/16/24
Date

SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to Bourre Construction Group
(print name of the public entity)
- by Michael Bourré
(print individual's name and title)
- for Bourre Construction Group
(print name of entity submitting sworn statement)
- whose business address is 3168 Highway 17 S., Fleming Island
Florida 32003
- and (if applicable) its Federal Employer Identification Number (FEIN) is 20-2325564

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____.)

2. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an “affiliate” as described in paragraph 287.133(1)(a), Florida Statute, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered affiliate.

c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **Indicate which statement applies:**

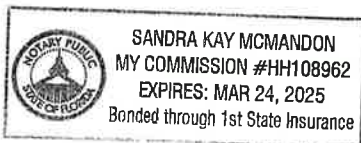
Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **(attach a copy of the final order)**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Sworn to and subscribed before me this 17 day of July, 20 24
Signature: [Signature]
Personally know: Title: President Bourre Construction Group
OR produced identification _____ Notary Public - State of Florida
My commission expires 3/24/25
(Type of identification)



Sandra Kay McMandon SMcMandon
Printed typed or stamped commissioned name of notary public

References

Concrete	Duval Concrete	James	904 237-0061
HVAC	Fl Air	Robert	904 813-5265
Electrical	C&R Electric	Randy	904 219-0130
Plumbing	B&G Plumbing	Terry	904 223-1207

Michael Bourré
President
Bourré Construction Group, LLC

*3168 Highway 17 South
Fleming Island Fl. 32003
904.504.1342*

mbourre@bourreconstructiongroup.com

PROFESSIONAL EXPERIENCE

Bourré Construction Group LLC, Jacksonville Fl

President	2005- Present
➤ Clay Habitat Offices – Green Cove Springs Fl	\$500,000
➤ Hodges Mazda Reconstruction-Jacksonville Fl	\$1,300,000
➤ Dr Orsborn Reconstruction-Jacksonville Fl	\$86,000
➤ Alterra Office Complex – Jacksonville, FL	\$1,200,000
➤ Phoenix Metal Building Complex – Jacksonville, FL	\$1,400,000
➤ Wounded Warrior Project World Headquarters – Jacksonville, FL	\$1,600,000
➤ Circle K Retail Center – Jacksonville, FL	\$850,000
➤ High-end custom home Division	
➤ Remodel / T.I. Division	

Florida Home Building Association

President	2019-2020
Vice President	2018
Secretary / Treasurer	2017
State Government Affairs Chairman	2015-2017
Executive Board	2011- Present

North East Florida Builders Association, Jacksonville Fl.

President	2011
Executive Board	2009– 2012

Builders Care, Jacksonville Fl.

Board Member	2009- 2016
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MILAR Custom Homes Inc., Jacksonville Fl.

President / CEO	2004- 2007
➤ A high-end custom home company specializing in the \$900,000 home and up.	
➤ Started the company in March of 2004 and had successfully obtained a backlog of contracted clients.	
➤ Hired a competitive staff of well-trained individuals to ensure quality throughout the construction process and steady growth for the company.	

SEDA Construction, Jacksonville, FL

2002- 2004

Vice President of Production

- Managed the construction department to include all Project Managers, Permitting, Warranty, Subcontractors, Vendors, etc.. Built 658 homes in 2006.

- Implemented new scheduling software which reduced build time and increased the load capability of Project Managers
- A member of a 4 person Executive Committee which conducts weekly meetings to determine:
 - Sales pricing
 - Quantity of new spec homes to be started
 - Marketing strategies
 - Purchasing lots in new subdivisions
 - Manpower needs throughout the company
 - Setting and implementing new policies for the company
- Coordinated a office / field staff of 28 individuals towards achieving the company objectives

Brasfield & Gorrie, Atlanta GA

1999- 2002

Project Management

- Performed and oversaw site-work, excavation, footings, placing reinforcing steel, pile and pile caps, placing concrete slabs and footings, masonry walls, steel erection, column erection, wood framing, and finances on commercial construction projects.
- **Georgia Department of Archives and History:** This was a 4-story vault with a 3-story office building wrapped on two sides to house state documents, including the State Constitution. The project had a schedule of 17 months to complete and cost approximately \$22,500,000. As one of two project managers on-site, I was responsible for all aspects of the construction project.
- **Childkind:** This was a childcare facility comprised of 2 buildings on a 4-acre site. The construction process took 6 months and cost approximately \$1,200,000. I controlled all management aspects of this project from the contracts to coordination of owner and architect to scheduling, cost control, and permitting.
- **METLIFE:** This was 7-story, 161,000 sf office building that housed the METLIFE Insurance corporate office in Atlanta. This project took approximately 12 months to complete and priced out at \$11,600,000. I was one of two project managers on-site and was responsible for subcontractor contracts, the construction schedule, material procurement, and coordination of the subcontractors.
- **City View:** This was 10-story building with a parking deck. I came in on this structure during the last two months and was responsible for closeout and punch list.
- **North Park 600:** this was an 18 story office complex. I was part of a five-person team charged with the oversight of all aspects of construction. Our office was onsite with the project and we coordinated all subcontractors and scopes of work.

Estimator

- Part of the estimating team handling hard bid and negotiated projects ranging from \$5,000,000 to \$80,000,000.

Charles Perry Construction, Gainesville, FL

1998- 1999

Internship

- Assisted the project manager on a \$5,000,000 Millennium building.
- Reviewed and coordinated subcontractor scheduling.
- Conducted the submittal process for items to be reviewed by the architect

EDUCATION

- **Florida General Contractors Exam** 2003
- **OSHA Training, Brasfield & Gorrie / St. Paul Insurance, 10 hour** 2002

- **University of Florida, Gainesville, FL** 1997- 1999
M.E. Rinker School of Building Construction, Bachelors Degree
- **United States Marine Corps** 1992- 1999

ACHIEVEMENTS

- Recognized by the Jacksonville Business Journal **as one of the 2011 Northeast Florida's Top 40 Professionals Under 40**
- Pinnacle Builder
- 2011 Grand Laurel Award
- 2011 Leadership Award
- 2011 Gold Award, Parade of Homes
- 2008 Judges Choice, Parade of Homes
- 2007 Gold Award, Parade of Homes
- Honor Graduate, United States Marine Corps
- Eagle Scout

COMMUNITY SERVICE

- Appointed Planning and Zoning Commissioner for Clay County 2014-Present
- Gubernatorial Appointed Regional Planning Council Member 2016
- Boy Scouts Committee Chairman 2013-2016
- Boy Scouts Scoutmaster 2016



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES



BOURRE, MICHAEL PAUL

BOURRE CONSTRUCTION GROUP, LLC

PO BOX 8070

FLEMING ISLAND FL 32006

LICENSE NUMBER: CGC1508608

EXPIRATION DATE: AUGUST 31, 2024

Always verify licenses online at MyFloridaLicense.com

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

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. Bourre Construction Group, LLC	
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. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input checked="" type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ 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. <input type="checkbox"/> Other (see instructions) ▶ _____	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) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See Instructions. 3168 Hwy 17 S, Ste B	Requester's name and address (optional)
6 City, state, and ZIP code Fleming Island FL 32003	
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									
2	0	-	2	3	2	5	5	6	4

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 ▶ 2/23/23

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.