

**REQUESTING:**

Goods  Services  Both

IT and/or ITD-10   
(refer to IT purchase checklist)

STATE OF CONNECTICUT DESPP

EPRO REQUISITION

APPROVAL JUSTIFICATION - SUPPLEMENTAL FORM

<b>DATE:</b> 8/1/23	<b>DIVISION:</b> CSP	<b>DEPARTMENT CODE:</b> DSP32659	<b>TROOP/UNIT:</b> CJBA
			<b>E-PRO REQUESTER:</b> Yvonne Wright-Golia

<b>VENDOR NAME:</b> Peak Performance and Diverse Computing, Inc.	<b>APPROVAL SIGNATURES / DATE:</b> <i>[Signature]</i> 8/1/23 Manager/Supervisor/Commanding Officer of Indicated Date
<b>DIVISION/TROOP/UNIT CONTACT:</b> Glory Bulkley	<b>Division/Unit Heads (select from drop down)</b> <i>[Signature]</i> 08/03/2023 Glory Bulkley Date
<b>NAME:</b> Glory Bulkley	<b>Division/Unit Head</b> <i>[Signature]</i> 8/1/23 Date
<b>PHONE # &amp; E-MAIL:</b> 860-975-7359; glory.bulkley@cl.gov	<b>DAS/BITS DESPP Liaison</b>
<b>SHIP TO LOCATION:</b> 1111 Country Club Rd., Middletown, CT 06457	

**REQUESTS FOR SERVICES:**

New  Renewal  Replacement

Nature of the service: FBI Audit compliance(15k audits since 2014)

Length of service (if applicable): 8/31/23 (Start date) 8/31/24 (End date)

**SOFTWARE AND/OR SOFTWARE SUBSCRIPTIONS**

Is the Software/License installed on a device or accessed through the supplier's on-line database/cloud? Please explain:

CJIS Audits is currently accessible utilizing the supplier's (Peak Performance Solutions software)cloud-based server. In this engagement, CJIS ACE will complete the backlog of audits (since 2014 and 15,000 back audits) that must be addressed before the FBI audit next August 2023. To do this CJIS ACE will create abbreviated audit questionnaires for the NICS, NSOR, NGI, and NCJA program areas along with issuing and reviewing these audits. This is to ensure DESPP requirements are met as per FBI.

Is this Software/Subscription a one-time purchase or is a renewal by payment required for continued use/access? Please explain:

One time Purchase. Invoices will be prepared quarterly and will equal 1/4 of the total cost each invoice.

**APPROVAL JUSTIFICATION**

Please provide further detail below regarding the items/services being purchased, the need for such goods and/or services, the quantity being purchased, who the items/services are being purchased for and how long do you anticipate the items to last:  
(Failure to provide detailed information will result in delay/denial of requisition)

Goal:  
To be removed from the FBI's sanctions list. These sanctions will directly impact future funding accessibility and access to FBI CJIS Systems for the State of Connecticut. Part of these sanctions would involve a direct over-site by the FBI CJIS Division and the State of Connecticut's Governors Office to ensure compliance.

To complete the CT DPS CJIS Audit cycle for the FBI's August 2024 audit, to include 4 program areas and meet the requirements in the CJIS Security Policy 5.11.2, "Audits by the CSA."

Summary:  
The proposed project is structured to assist the CT DESPP staff with issuing and reviewing the remaining audits in their current CJIS audit cycle ending in August 2024 (up to 1250 agencies and over 15,000 back audits) and assist with the preparation prior to the CT DESPP FBI audit. The CJIS ACE team will utilize the CJIS Audit Tool (by Peak Performance Solutions) that has already been procured (and will be maintained) by CT DESPP to process, track, and memorialize all audits.

Program areas:  
(1) National Sex Offender Registry (NSOR) – SOR Unit  
(2) National Instant Criminal Background Checks – SLFU Unit

**QUARTER: \$24,401.25 Total: \$97,605.00**

## Revoir, Linda

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**From:** Wright-Golia, Yvonne  
**Sent:** Thursday, August 3, 2023 11:50 AM  
**To:** Revoir, Linda  
**Cc:** Bulkley, Glory  
**Subject:** FW: ePro Req Supplemental Form - Diverse Computing  
**Attachments:** ePro Req Supplemental Form - Diverse Computing Inc. 8\_1\_2023.pdf  
  
**Importance:** High

Hi Linda,

Please see the attached ePro Req Supplemental Form for Peak Performance and Diverse Computing, Inc. We need signatures as soon as possible as this is urgent due to the FBI sanctions. These sanctions will directly impact future funding accessibility and access to FBI CJIS Systems for the State of Connecticut. With LTC Davison being out, would you be able to get Sgt. Gorman or LTC Cain to sign it? As you did with the Nlets supplemental form, would you also be able to have Steven Mann, IT, sign it and bring it to the Colonel's office for signature?

Your help is greatly appreciated, Linda!

Yvonne

*Yvonne Wright-Golia*  
*Department of Emergency Services and Public Protection*  
*COLLECT Unit*  
*1111 Country Club Road*  
*Middletown, CT 06457*  
*860-685-8020*  
*Fax: 860-685-8636*



**From:** Bulkley, Glory <Glory.Bulkley@ct.gov>  
**Sent:** Thursday, August 3, 2023 11:26 AM  
**To:** Wright-Golia, Yvonne <Yvonne.Wright-Golia@ct.gov>  
**Subject:** ePro Req Supplemental Form - Diverse Computing  
**Importance:** High

Hi Yvonne,

Please submit.

GB

Thank you for your adherence to COLLECT/FBI/NLETS policies and procedures.

Sincerely,

*Glory Bulkley*

**CSO - CJIS Systems Officer**

**ISO – CJIS Information Security Officer**

Department of Emergency Services and Public Protection

1111 Country Club Road, Middletown, CT 06457

OFFICE: 860 685-8020 FAX: 860 685-8636

Mobile: 860.975.7359



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### Connecticut DESPP & CJIS ACE

Abbreviated NSOR, NICS, NCJA, and NGI Audit Programs

#### Project Schedule

Month/Year	Tasks to complete	Deliverables final
August 2023	Project Kickoff - 8/24	
September 2023	email from CSA program is starting	Communication & Escalation Plan
	NCJA info gathering	Email templates
	NGI info gathering	Cycle configured in Audit
	NICS info gathering	
	NSOR info gathering	
	agencies configuration cycle development	
October 2023	Initial contact to Nov Agencies	NCJA audit questionnaire
	draft, review, final - NCJA Audit	NCJA FAQ
	draft, review, final - NGI Audit	NGI audit questionnaire
	draft, review, final - NICS Audit	NGI FAQ
	draft, review, final - NSOR Audit	NICS audit questionnaire
		NICS FAQ
		NSOR audit questionnaire
		NSOR FAQ Sample Policies
November 2023	~160 Audits (NCIS,NGI,NSOR,NCJA)	
	December intital contact	
December 2023	~154 Audits (NCJA, NGI)	
	January initial Contact	
January 2024	~154 Audits (NCJA, NGI)	
	February initial Contact	
February 2024	~154 Audits (NCJA, NGI)	
	March initial Contact	
March 2024	~154 Audits (NCJA, NGI)	
	April initial Contact	
April 2024	~154 Audits (NCJA, NGI)	
	May initial Contact	
May 2024	~154 Audits (NCJA, NGI)	
	June initial Contact	
June 2024	~154 Audits (NCJA, NGI)	
July 2024	Close open audits	
August 2024	Prepare reports and statistics for FBI audit	Audit Report and statistics

**State of Connecticut  
Purchase Order**

**Dept of Emrg Svc & Public Prot**

**CHANGE ORDER - REPRINT**

**Dispatch via Print**

**Supplier:** 0000221855  
DIVERSE COMPUTING INC  
3717 APALACHEE PKWY STE 102  
TALLAHASSEE FL 32311

<b>Purchase Order</b>	<b>Date</b>	<b>Revision</b>	<b>Page</b>
DPSM1-0000059000	08/14/2023	1 - 08/15/2023	1
<b>Payment Terms</b>	<b>Freight Terms</b>		<b>Ship Via</b>
Due Now	FOB Destination, Frt Prepaid		Common
<b>Buyer</b>	<b>Phone</b>	<b>Currency</b>	
DPS-Sander, Maureen	860/685-8337	USD	

**Ship To:** DPS Collect  
1111 Country Club Road  
Collect  
2 North  
Middletown CT 06457-9294  
Attn: Glory Bulkley

**Bill To:** Accounts Payable  
1111 Country Club Road  
Middletown CT 06457-2389

<b>Tax Exempt?</b> Y	<b>Tax Exempt ID:</b> 066000798DPS	<b>Replenishment Option:</b> Standard						
<b>Lin-Schd</b>	<b>Original Quantity</b>	<b>Change Quantity</b>	<b>Total Quantity</b>	<b>UOM</b>	<b>Original Price</b>	<b>Price Change</b>	<b>New Price</b>	<b>Extended Amount</b>

1- 1	1	0	1	EA	97,605.00	0.00	97,605.00	97,605.00
<b>Vndr#</b>		<b>Mfg#</b>		<b>Description</b>	Develop, Implement, and Manage the Expedited and Abbreviated Audit Program - Assessing the NICS, NGI, NSOR, and NCJA Policy Compliance Audit Program Areas (up to 1250 audits)			<b>Due Date</b> 08/14/2023

**Item Total** 97,605.00

Per attached quote/proposal - dated 07/31/23  
POC: Glory Bulkley, 860-975-7359; glory.bulkley@ct.gov

---- Federal and State Debarment websites have been checked for this Supplier/Vendor; no results found. SR 08/11/23

CHANGE ORDER 1 UPDATE PO REF 8/15/23 MS

**Total PO Amount**   
**The Total Obligation**   
For time period 08/07/2023 to 06/30/2024

The State purchasing entity is issuing this purchase order pursuant and subject to a certain contract, between the vendor and the State of Connecticut, specifically for the goods, services or both itemized above. The contract is currently in effect, as it has not expired or been cancelled or terminated. To the extent that the contract has not already been accepted by the vendor, and without indicating or acknowledging a need to reaffirm such acceptance by means of this or any subsequent purchase order, any act of partial or full performance by the vendor after receipt of this purchase order shall be deemed to be, without more, an acceptance of this purchase order and an acceptance of all of the terms and conditions of the contract. This order is exempt from Federal Excise taxes under registration number 06-730435K, and from Connecticut Sales Tax. Send invoices to the State agency issuing this order.

The State Comptroller certifies that this order has been approved, recorded, and available funds have been reserved.

**Final Approver: DPS-Marinelli Naomi S**

<b>Business Unit:</b> DPSM1	<b>Requester:</b> 152579	<b>Status:</b> Partially Received
<b>Requisition:</b> 000020169	<b>Requested By:</b> DPS-Wright Yvonne E	<b>Currency:</b> USD
<b>Requisition Name:</b> COLLECT-Diverse Computing 8-23	<b>Entered Date:</b> 8/7/23	<b>Requisition Total:</b> 97,605.00

**Header Comments:**  
 Per attached quote/proposal - dated 07/31/23  
 POC: Glory Bulkley, 860-975-7359; glory.bulkley@ct.gov

---- Federal and State Debarment websites have been checked for this Supplier/Vendor; no results found. SR 08/11/23  
 This service is necessary to be removed from the FBI sanctions list. These sanctions will directly impact future funding accessibility and access to FBI CJIS Systems for the State of Connecticut. This service is necessary to complete the CT DPS CJIS Audit cycle for the FBI's August 2024 audit, to include 4 program areas and meet the requirements in the CJIS Security Policy 5.11.2, "Audits by the CSA." General Funds is being applied for this purchase.

---- Federal and State Debarment websites have been checked for this Supplier/Vendor; no results found. SR 08/11/23  
 ---- Account code 51230, Management Consultant Services.  
 ---- Req has been reviewed and/or updated. Supplemental ePro Form attached. SR 08/11/23

**Line: 1**    **Item Description:** Develop, Implement, and Manage the Expedited and Abbreviated Audit Program - Assessing the NICS, NGI, NSOR, and NCJA Policy Compliance Audit Program Areas (up to 1250 audits)    **Quantity:** 1    **UOM:** EA    **Price:** 97605.00    **Line Total:** 97,605.00    **Contract ID:**

**Line Status:** Partially Received    **PO\_Auth:** G71B  
**CM Num:**

<b>Ship Line:</b> 1	<b>Ship To:</b> 0830000041	<b>Address:</b>	<b>Shipping Quantity:</b> 1
<b>Attention:</b> Glory Bulkley	<b>Due Date:</b>	1111 Country Club Road	<b>Shipping Total:</b> 97,605.00
<b>Ship Via:</b> COMMON	<b>Freight Terms:</b> FOB DEST	Collect 2 North Middletown CT 06457-9294 United States	

  

Dist	Status	Location	Qty	PCT	Amount	GL Unit	Account
1	Processed	0830000041	1	100.00	97,605.00	STATE	51230

  

Dept	Fund	Program	Class
DAS26224	11000	13012	12511

  

Open QTY	PC BU	Project	Open Amt
0.0000	NONPC	DAS_NONPROJECT	0.000

  

GL Base Amount	Currency	Sequence	Capitalize
97,605.00	USD	0	N



Services for Completing the Current CJIS Audit Cycle

# Statement of Work

Prepared for

Connecticut Department of Emergency Services and

Public Protection

Expires 11/30/2023





**diverse**<sup>™</sup>  
COMPUTING

Connecticut

3717 Apalachee Pkwy, STE 102  
Tallahassee, FL 32311  
866.656.3333

July 31, 2023

Dear Mrs. Bulkley,

I am pleased to provide this statement of work for CJIS Consulting Services for Connecticut Department of Emergency Services and Public Protection (CT DESPP). The CT DESPP provides a vast array of services that either directly or indirectly support the exchange of criminal justice information (CJI). The CT DESPP has a requirement to audit all criminal justice agencies (CJA) with direct and indirect access to CJI. To comply with the CJIS Security Policy Section 5.11.2, all of these CJAs must be audited for the CT DESPP to fulfill its CJIS requirement. As such, the CT DESPP has a need for services from a third-party CJIS knowledgeable team to help learn, adopt, refine audit processes, and administer the audits in an efficient and effective manner. The CJIS ACE team will assist the CT DESPP by providing nationally recognized expertise in the area of CJIS auditing and compliance.

The Connecticut Department of Emergency Services and Public Protection understands the importance of complying with established operational, technological, and security policies related to criminal justice information systems and services. The CT DESPP is required to establish and implement an effective audit program whereby the policy, practices, and systems of agencies under the CSO's purview are periodically validated against CJIS policy.

Diverse Computing Inc., through its CJIS (Criminal Justice Information Services) ACE (Audit and Compliance Experts) services, presents this proposal to assist the CT DESPP with their CJIS auditing duties. The CJIS ACE team will help the CT DESPP's leadership review, validate and in some cases, refine the audit processes and questionnaires currently in place. This will help the CT DESPP to realize where gaps may exist, and then develop and implement a plan to efficiently administer the audit program to all necessary entities. If you have any questions, please don't hesitate to reach out to our team!

Regards,

William "Bill" Tatun  
Chief Information Security Officer and CJIS ACE Director

## Scope of Work

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**Goal:**

To complete the CT DESPP CJIS Audit cycle for the FBI's August 2024 audit, to include 4 program areas and meet the requirements in the CJIS Security Policy 5.11.2, "Audits by the CSA."

**Summary:**

The proposed project is structured to assist the CT DESPP staff with issuing and reviewing the remaining audits in their current CJIS audit cycle ending in August 2024 (up to 1250 audits) and assist with the preparation prior to the CT DESPP FBI audit. If additional audits are required to be issued and reviewed, a change order or add-on statement of work will be prepared. The CJIS ACE team will utilize the CJIS Audit Tool (by Peak Performance Solutions) that has already been procured (and will be maintained) by CT DESPP to process, track, and memorialize all audits.

For this proposed project, the CJIS ACE team will focus on the following CJIS program areas:

(1) National Sex Offender Registry (NSOR), (2) National Instant Criminal Background Checks Systems (NICS), (3) Next Generation Identification (NGI), and Non-Criminal Justice (NCJ).

**CJIS ACE will:**

- Develop an expedited and abbreviated audit program to ensure all agencies are audited prior to the CT DESPP FBI Audit
  - Information Gathering Phase:
    - Conduct meetings with CT DESPP to determine the priority of topics to be assessed in this cycle's audits
  - Development and Implementation Phase:
    - Develop abbreviated audit questionnaires (up to 10 questions with no artifact submissions) per CJIS program area
    - Configure the abbreviated questionnaires in the CJIS Audit tool
    - Provide a recommended audit program workflow and audit cycle schedule for the current cycle
  - Communication Phase:
    - Develop a Communication and Escalation Plan for the expedited and abbreviated audit process that will clearly define responsibilities
- In the audit process, there are escalation responsibilities that cannot be outsourced to CJIS ACE and will have to be performed by CT DESPP
- Manage the CT DESPP expedited and abbreviated Audit Program

- Send initial contact emails to the agencies for confirmation of contact information and notification of upcoming audit
- Assign, review, and support the CJIS Audit Program for each agency including:
  - Issue the CJIS Audit for each program area applicable to the agency
  - Review submitted audit responses
  - Develop Compliance Reports including the areas initially found non-compliant, a reference of the requirement, and guidance for correction
  - Conduct Final Review of the audit responses
- Provide support to answer any questions or issues raised by the agencies and related to the CJIS audits
- Regularly report audit program status and communicate any significant issues encountered during the audit process to project stakeholders

The audit program developed in this proposed project is a temporary solution to meet the minimum requirements prior to the FBI audit. A comprehensive audit program will include more in depth and fuller breath questions, offering more visibility into agency operations and overall compliance. Thus allowing the CSA to take appropriate action to address deficiencies through knowledge transfer, training, and outreach.

## Period of Performance

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This engagement will begin upon execution of this agreement and availability of the CT DESPP staff and conclude August 31, 2024, the estimated time of the CT DESPP FBI Audit.

## Location of Performance

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Services and tasks associated with this engagement will be performed primarily from Diverse Computing's HQ (Tallahassee, FL). Off-site work will be conducted via telephonic and electronic communication (e.g. tele/videoconferences, email, webinars, etc.).

## Company Background

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Diverse Computing, Inc. was founded in 2001 and was built on the underlying principle of providing innovative solutions and services to the law enforcement and criminal justice community. DCI has completed numerous Statewide law enforcement projects since 2001 and has consistently grown over the last 19 years.

DCI is a unique company in that it is the only law enforcement vendor that also has a CJIS Audit and Compliance Expert (CJIS ACE) Division that focuses on comprehensive, customized and cost-effective expert consulting services related to “all things CJIS.” The CJIS ACE team routinely performs compliance profiles and pre-audit checks for law enforcement agencies, IT service providers, and vendors who sell products and services to the public safety community.

DCI employs several former sworn officers and unsworn personnel from law enforcement, FBI CJIS Security Policy advisors as well as CJIS committee chairs who were responsible for writing the CJIS Security Policy. DCI regularly works with over 2,000 unique law enforcement entities and their vendors.

The CJIS ACE team has established the first and only industry standard process for FBI CJIS Security Policy compliance reporting and mitigation plan development. Implements and maintains state centralized vendor vetting processes

- Manages correspondence between vendor community and state CSA personnel
- Supports non-criminal justice agencies with CJIS related topics
- Bachelor of Science in Criminal Justice and Criminology- Loyola University of Chicago
- Bachelor of Arts in Political Science- Loyola University of Chicago
- Master of Arts in Criminal Justice and Criminology

The CJIS ACE team possesses the necessary recognition, relationships and skills required for high-quality, successful results. Additional qualified resources, relationships, and expertise from other Diverse Computing staff are available and can be utilized, as needed, to help accomplish the goals of this engagement.

## Fees and Costs

DCI's CJIS ACE Services will be billed according to the table below.

Engagement Description	Cost
<b>Develop, Implement, and Manage the Expedited and Abbreviated Audit Program</b> Assessing the NICS, NGI, NSOR, and NCJA Policy Compliance Audit Program Areas (up to 1250 audits)	\$97,605.00
<b>Total:</b>	<b>\$97,605.00</b>

Invoices will be prepared quarterly and will equal ¼ of the total cost each invoice.

Payment shall be made to Diverse Computing Inc., and sent to 3717 Apalachee Parkway, STE 102, Tallahassee, FL 32311. *Payments made by credit card will incur a 4% processing fee.*

**Primary Contact:**

William M. Tatun, CJIS ACE Director  
 3717 Apalachee Parkway, STE 102  
 Tallahassee, FL 32311  
 850.656.3333 ext. 283  
[wtatun@diversecomputing.com](mailto:wtatun@diversecomputing.com)

**Accounting Contact:**

Dan Percy, President  
 3717 Apalachee Parkway, STE 102  
 Tallahassee, FL 32311  
 850.656.3333 ext. 252  
[dpercy@diversecomputing.com](mailto:dpercy@diversecomputing.com)



# Request for Taxpayer Identification Number and Certification

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

▶ Go to [www.irs.gov/FormW9](http://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. <b>Diverse Computing, Inc.</b>	
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 <b>one</b> 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) ▶ _____ <b>Note:</b> 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 <b>not</b> 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. <b>3717 Apalachee Parkway, Suite 102</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>Tallahassee, FL 32311</b>	
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.

Social security number									

or

Employer identification number									
5	9	-	3	7	0	5	1	6	0

**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.

## Part II Certification

- Under penalties of perjury, I certify that:
- 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
  - 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
  - I am a U.S. citizen or other U.S. person (defined below); and
  - 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 ▶ **01/04/2023**

## 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](http://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.*