



U.S. Bank W-9 & Related Information

Form instructions

Vendor Number: To be completed by U.S. Bank's Corporate Payables department

Section 1: W-9 information

U.S. Bank requires your taxpayer identification number and filing information in the case that we must file an information return to the IRS to report income paid to you. Please complete Section 1 in its entirety.

Section 2: Automated Clearing House (ACH)

ACH is U.S. Bank's preferred payment method. Signing up for ACH will allow U.S. Bank to pay you (vendor) through an automated electronic deposit into your preferred checking account. ACH eliminates mail delivery time and funds are credited to your account within 1-2 business days of the payment date for U.S. Bank account holders and 3-5 business days for non-U.S. Bank account holders. A remittance advice detailing the invoice number(s), date and dollar amount will be sent to you via e-mail if an e-mail address is provided or mail when the payment has been sent electronically to your account.

Please acquire your routing number and account number from a check (not from a deposit slip).

Section 3: Minority and Women Owned Business Enterprises (MWBEs)

U. S. Bank is committed to building relationships with certified MWBEs, defined as companies that are at least 51 percent owned, controlled and managed by one or more of the following categories - African American, Hispanic American, Asian Pacific American, Asian Indian American, Native American, Woman.

Please include a copy of the company's certification from a regional council of the National Minority Supplier Development Council (NMSDC); the Women's Business Enterprise National Council (WBENC); the National Women Business Owners Corporation (NWBOC); or a federal, state or local government affiliate.

Section 4: Signature and Submission

Please submit the signed and completed form to:

Mail: Rebates 901 Marquette Ave S
EP-MN-A18S
Minneapolis, MN 55402

Email: cps.rebates@usbank.com

Foreign and Sole Proprietor

If you are a sole proprietor, please complete and submit a W-9 form or Form 8233 from the IRS. For all other legal structures for foreign vendors, please complete a W-8BEN form or W-8ECI form.



U.S. Bank W-9 & Related Information

Return completed form to cps.rebates@usbank.com or US Postal Mail as indicated on the instruction page.

Vendor Number (to be completed by U. S. Bank):

Section I: W-9

Must be completed and returned for payments to be processed.

Legal Name _____

Trade Name _____

Address _____

City _____

State _____

ZIP _____

Phone _____

Fax _____

Federal Tax ID/Social Security Number*

***MUST match the person/entity listed above**

Legal Structure

- ☐ Sole Proprietorship
☐ Corporation
☐ Partnership
☐ Tax Exempt Organization
☐ Government Agency
☐ Other, please specify _____

If LLC, please select one of the following:

- ☐ LLC Corporation
☐ LLC Partnership
☐ LLC Sole Proprietorship (legal name and SSN required)

Legal Name _____

SSN _____

Section 2: Automated Clearing House (Direct Deposit)

U.S. Bank's preferred payment method.

☐ Authorization Agreement for Automatic Deposits (ACH Credits)

I (We) hereby authorize U.S. Bank, on behalf of any affiliate for which it processes payments, hereinafter called COMPANY, to initiate credit entries to my (our) account indicated below and the depository/financial institution named below, hereinafter called BANK, to credit the same to such account.

cps.rebates@usbank.com

E-mail address (to receive electronic remittance advices) _____

Checking Account Information (Please attach a voided check or copy of a check with MICR coding)

Routing/ABA Number _____

Account Number _____

Bank Name _____

Branch _____

City _____

State _____

ZIP _____

Phone _____

This authority is to remain in full force and effect until COMPANY has received written notification from me (us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonably opportunity to act on it.

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Is your company certified as a minority/ woman owned business?

- ☐ No ☐ Yes (if yes, a copy of your minority/woman owned certification **MUST BE INCLUDED**)

MWBE Business Status (check all that apply):

- ☐ African American ☐ Asian Pacific American ☐ Native American
☐ Hispanic American ☐ Asian Indian American ☐ Woman

This will certify to U.S. Bank that I have read the requirements cited on this form, and the company classification(s) I have selected above are true and correct. I will advise U.S. Bank if our classification should change.

Section 4: Signature (required)

Name (Print): _____ Title: _____

Signature _____ Date _____

For Internal Use Only: DUNS# _____