



TRADE PARTNER QUALIFICATION FORM

Trade(s): _____

1. Company: _____ Contact: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____

Email: _____ Website: _____

2. Geographic Areas Covered: MA NH RI CT VT ME

3. Trade(s) and State(s) in which your company holds licenses:

_____ License Number: _____

_____ License Number: _____

_____ License Number: _____

4. Three (3) trade references (Contact Names and Phone Numbers):

5. Are you Signatory to any Labor Unions? yes no

If yes, which trades? _____

6. Worker's Compensation Modification Rating (EMR for the last three years)

Year/Rating _____ Year/Rating _____ Year/Rating _____

7. Do you have a written Safety Program? yes no

8. Do you qualify as a SOMWBA Approved Minority Business Enterprise? yes no

Do you qualify as a SOMWBA Approved Women Owned Enterprise? yes no

Do you qualify as a Small Business Enterprise? yes no

Other: (explain) _____

9. Minimum sized job your Firm would perform: \$ _____

10. Maximum sized job your Firm would perform: \$ _____



Trade Partner Qualifications

11. List Three (3) Major Projects Completed Within the Last Three Years:

Project Name /Location: _____

Owner: _____ General Contractor: _____

Contact Name: _____ Phone: __ _____

Start Date: _____ Completion Date: _____ Contract Amount: _____

Project Name /Location: _____

Owner: _____ General Contractor: _____

Contact Name: _____ Phone: __ _____

Start Date: _____ Completion Date: _____ Contract Amount: _____

Project Name /Location: _____

Owner: _____ General Contractor: _____

Contact Name: _____ Phone: __ _____

Start Date: _____ Completion Date: _____ Contract Amount: _____

12. List three (3) Major Projects Presently Under Construction:

Project Name /Location: _____

Owner: _____ General Contractor: _____

Contact Name: _____ Phone: __ _____

Start Date: _____ Completion Date: _____ Contract Amount: _____

Project Name /Location: _____

Owner: _____ General Contractor: _____

Contact Name: _____ Phone: __ _____

Start Date: _____ Completion Date: _____ Contract Amount: _____

Project Name /Location: _____

Owner: _____ General Contractor: _____

Contact Name: _____ Phone: __ _____

Start Date: _____ Completion Date: _____ Contract Amount: _____

Request for Taxpayer Identification Number and Certification

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

See Specific Instructions on page 2. Print or type	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input 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) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code		
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 the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see **How to get a TIN** on page 3.

Social security number									

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									

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).

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 on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

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

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.