



Dear Supplier:

The City of Rio Rancho maintains a vendor's registration listing of suppliers, consultants and businesses that wish to receive invitation for bids (IFBs) or request for proposals (RFPs).

The vendor's registration list is the city's primary source and reference to automatically send Invitations to Bid. We encourage registration since it is the only means to ensure that you will receive bid documents. If you do not wish to be on the registration listing, you may still request bid forms and offer bids on an individual basis; however, this method will be your responsibility.

If your company wishes to register with the City of Rio Rancho you may do so by logging on the City's web site at [www.ci.rio-rancho.nm.us](http://www.ci.rio-rancho.nm.us) click on the link to vendor registration. These forms may be printed. Once the vendor's registration form is complete you can fax back to the purchasing department. Vendors not on line can contact the purchase department for information to be mailed.

Placement on the vendors list does **not** automatically guarantee the City will purchase goods or services from a vendor.

Commodities not found in our Commodity List should be noted on the bottom right hand section of the Application. These commodities *may* be added to our computer system, and updated on the next version of the Commodity List.

Written Correspondence

Direct all correspondence to:

Purchasing Division  
City of Rio Rancho  
3200 Civic Center Cr. NE  
Rio Rancho, New Mexico 87144

Should you have any questions on this or any other purchasing matter, please feel free to contact the Purchasing Division at 505-891-5010.



City of Rio Rancho
Department of Financial Services
Vendor ACH Registration

Please complete all the information on this form as completely and accurately as possible by typing or using blue or black ink. Please contact us at (505) 891-5010 with any questions.

Section I - Company Information

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_
Street City/State Zip

Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Are you providing a service? Yes: [ ] No: [ ]

If yes, briefly describe the service you will provide: \_\_\_\_\_

Section II - Bank Routing Information

For the company listed above, the bank routing information for processing of ACH payments is as follows:

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_
Street City/State Zip

ABA Routing #: \_\_\_\_\_ Account #: \_\_\_\_\_

Payment of undisputed amounts shall be made through Automated Clearing House (ACH) transactions using the information provided above and shall be subject to the city's policies regarding vendor payments. The terms and conditions of any contract between the city and the vendor listed in Section I above shall govern and may, in some cases, supersede the applicability of this document. It is the vendor's responsibility to ensure that payments are correctly deposited into its account. Any questions or concerns should be directed to June Kerby by phone at (505) 896-8767, or by email at jkerby@rrnm.gov.

Section III - Certification

By signing below, I hereby certify that the information provided above is true and accurate to the best of my knowledge.

Authorized Signature: \_\_\_\_\_

\_\_\_\_\_
Date

Please return this completed and signed form to: Attn: June Kerby, 3200 Civic Center Circle NE, Rio Rancho, NM 87144 • Fax: (505) 891-5762 • E-mail: jkerby@rrnm.gov

# Request for Taxpayer Identification Number and Certification

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

<b>Print or type See Specific Instructions on page 2.</b>	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	<b>2</b> Business name/disregarded entity name, if different from above	
	<b>3</b> Check appropriate box for federal tax classification; 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 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> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶	
	<b>4</b> 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>	
	<b>5</b> Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	<b>6</b> City, state, and ZIP code	
	<b>7</b> 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 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.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>											
				-			-				
<b>or</b>											
<b>Employer identification number</b>											
				-							

**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 on page 3.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶
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## General Instructions

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

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

## 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? on page 2.*
- By signing the filled-out form, you:
- 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, and
  - Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

**Note.** If you are a U.S. person and 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 under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 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 section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States:

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 28% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the Part II instructions on page 3 for details),

3. The IRS tells the requester that you furnished an incorrect TIN,

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code* on page 3 and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships* above.

## What is FATCA reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code* on page 3 and the Instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

## Specific Instructions

### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account, list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note. ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C Corporation, or S Corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

**Line 2**

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

**Line 3**

Check the appropriate box in line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box in line 3.

**Limited Liability Company (LLC).** If the name on line 1 is an LLC treated as a partnership for U.S. federal tax purposes, check the "Limited Liability Company" box and enter "P" in the space provided. If the LLC has filed Form 8832 or 2553 to be taxed as a corporation, check the "Limited Liability Company" box and in the space provided enter "C" for C corporation or "S" for S corporation. If it is a single-member LLC that is a disregarded entity, do not check the "Limited Liability Company" box; instead check the first box in line 3 "Individual/sole proprietor or single-member LLC."

**Line 4, Exemptions**

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space in line 4 any code(s) that may apply to you.

**Exempt payee code.**

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 5 <sup>2</sup>
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

<sup>1</sup> See Form 1099-MISC, Miscellaneous Income, and its instructions.

<sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

**Note.** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

**Line 5**

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns.

**Line 6**

Enter your city, state, and ZIP code.

**Part I. Taxpayer Identification Number (TIN)**

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-member LLC that is disregarded as an entity separate from its owner (see *Limited Liability Company (LLC)* on this page), enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note.** See the chart on page 4 for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at [www.ssa.gov](http://www.ssa.gov). You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at [www.irs.gov/businesses](http://www.irs.gov/businesses) and clicking on Employer Identification Number (EIN) under Starting a Business. You can get Forms W-7 and SS-4 from the IRS by visiting [IRS.gov](http://IRS.gov) or by calling 1-800-TAX-FORM (1-800-829-3676).

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note.** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

**Part II. Certification**

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if items 1, 4, or 5 below indicate otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code* earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

- 1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.** You must give your correct TIN, but you do not have to sign the certification.
- 2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.
- 3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.
- 4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).
- 5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

**What Name and Number To Give the Requester**

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account)	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
3. Custodian account of a minor (Uniform Gift to Minors Act)	The minor <sup>2</sup>
4. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee <sup>1</sup>  The actual owner <sup>1</sup>
5. Sole proprietorship or disregarded entity owned by an individual	The owner <sup>3</sup>
6. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
7. Disregarded entity not owned by an individual	The owner
8. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
9. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
10. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
11. Partnership or multi-member LLC	The partnership
12. A broker or registered nominee	The broker or nominee
13. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
14. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

<sup>1</sup> List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>2</sup> Circle the minor's name and furnish the minor's SSN.

<sup>3</sup> You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>4</sup> List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships* on page 2.

\*Note. Grantor also must provide a Form W-9 to trustee of trust.

**Note.** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

**Secure Your Tax Records from Identity Theft**

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Publication 4535, Identity Theft Prevention and Victim Assistance.

Victims of identity theft who are experiencing economic harm or a system problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.** Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to [phishing@irs.gov](mailto:phishing@irs.gov). You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at: [spam@uce.gov](mailto:spam@uce.gov) or contact them at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or 1-877-IDTHEFT (1-877-438-4338).

Visit [IRS.gov](http://IRS.gov) to learn more about identity theft and how to reduce your risk.

**Privacy Act Notice**

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



**City of Rio Rancho  
Department of Financial Services  
Vendor Commodity Code Form**

Please refer to the City of Rio Rancho's COMMODITY CODE LIST for available commodity codes for goods and services offered. The COMMODITY CODE LIST is available under the "Vendor Registration" link on the City's Web Page.

Please complete all the information on this form as completely and accurately as possible by typing or using blue or black ink. Please contact us at (505) 891-5010 with any questions.

USE 6-DIGIT COMMODITY CODES ONLY / USE 900 CODES FOR SERVICES

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If your company's commodity or service is NOT FOUND on the COMMODITY CODE LIST, please enter the information below:

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## COMMODITY CODE LIST

<b>007</b>			<b>FOOTWEAR BOOTS AND SHOES</b>
	007	010	ALL
<b>015</b>			<b>COPYING MACHINE SUPPLIES</b>
	015	015	ALL
<b>025</b>			<b>AIR COMPRESSORS &amp; ACCESSORIES</b>
	025	015	ALL
<b>031</b>			<b>AIR CONDITIONING / HEAT PARTS/ACCSESSORIES</b>
	031	003	ALL
	031	098	HVAC MAINTENANCE
<b>037</b>			<b>DECORATIONS/AMUSEMENT/TOYS</b>
	037	034	ALL
	037	084	TOYS/GAMES
	037	088	VIDEO GAMES/MACHINES
<b>041</b>			<b>ANIMALS, EQUIPMENT &amp; SUPPLIES</b>
	041	032	DOG & CAT FOOD & SUPPLIES
<b>045</b>			<b>APPLIANCES, HOUSEHOLD, MISCELLANEOUS</b>
	045	024	MISCELLANEOUS
	045	047	DISHWASHERS
	045	066	MICROWAVES
	045	094	RANGES
	045	096	REFIGERATORS & FREEZERS
<b>055</b>			<b>AUTO &amp; TRUCK ACCESSORIES</b>
	055	004	ALL
	055	005	CAMERAS, POLICE VEHICLES
	055	021	CONSOLES POLICE VEHICLES
	055	074	RACKS-GUN/POLICE VEHICLES
	055	079	SIRENS
	055	083	FLASHERS/WIG WAG
<b>060</b>			<b>AUTO &amp; TRUCK MAINTENANCE ITEMS</b>
	060	001	ALL
<b>065</b>			<b>AUTO BODIES &amp; ACCESSORES</b>
	065	005	ALL
<b>070</b>			<b>AUTO MAJOR TRANSPORTATION</b>
	070	003	AMBULANCES & RESCUE VEH
	070	006	AUTOMOBILES
	070	012	MOTORCYCLES
	070	045	TRUCKS, ALL SIZES
	070	051	TRUCKS, DUMP, OVER 1 TON
	070	053	PARATRANSIT VAN
	070	057	TRUCKS, FIRE PROTECTION

## COMMODITY CODE LIST

	070	066	TRAILERS, ALL
	070	092	VANS, CARGO
<b>075</b>			<b>AUTO EQUIPMENT &amp; SUPPLIES</b>
	075	001	ALL
<b>080</b>			<b>BADGES &amp; OTHER ID EQUIPMENT</b>
	080	010	ALL
<b>092</b>			<b>COPIER MACHINES PURCHASE</b>
	092	650	ALL
<b>100</b>			<b>BARRELS, DRUMS</b>
	100	004	ALL
<b>125</b>			<b>BOOKBINDING &amp; BOOK SUPPLY</b>
	125	008	ALL
<b>135</b>			<b>BRICKS AND CLAY PRODUCTS</b>
	135	005	ALL
<b>150</b>			<b>BUILDER'S SUPPLIES</b>
	150	002	ALL
<b>155</b>			<b>BUILDING, FABRICATE</b>
	155	074	ALL
<b>165</b>			<b>KITCHEN EQUIPMENT</b>
	165	002	ALL
<b>180</b>			<b>CHEMICAL MATERIALS</b>
	180	002	ALL
<b>190</b>			<b>CHEMICALS &amp; SOLVENTS</b>
	190	018	ALL
<b>192</b>			<b>CLEANING SOLVANTS</b>
	192	040	ALL
<b>200</b>			<b>CLOTHING &amp; APPAREL</b>
	200	010	ALL
<b>204</b>			<b>COMPUTER HARDWARE</b>
	204	010	ALL
<b>205</b>			<b>COMPUTERS</b>
	205	002	ALL
	205	002	POLICE VEHICLE LAPTOP

## COMMODITY CODE LIST

<b>206</b>		<b>NETWORK HARDWARE &amp; ACCESSORIES</b>
	206	001 ALL
	206	002 POLICE MOUNTING HARDWARE
	206	004 DOCKING STATION
	206	014 POLICE MOUNTING HARDWARE
	206	017 CONSOLES
	206	020 MISC.CABLE/WIRING
<b>207</b>		<b>PRINTERS / ACCESSORIES / SUPPLIES</b>
	207	010 ALL
<b>208</b>		<b>SOFTWARE</b>
	208	010 ALL
<b>210</b>		<b>CONCRETE &amp; CORRUGATED</b>
	210	001 ALL
<b>225</b>		<b>COOLER, DRINKING WATER</b>
	225	060 ALL
<b>232</b>		<b>CRAFTS, GENERAL</b>
	232	010 ALL
<b>240</b>		<b>DISHES, CUTLERY</b>
	240	007 ALL
<b>255</b>		<b>DECALS</b>
	255	022 POLICE VEHICLES
	255	028 NON POLICE VEHICLES
<b>269</b>		<b>DRUGS AND PHARMACEUTICALS</b>
	269	002 ALL
<b>280</b>		<b>CABLES / WIRE</b>
	280	008 ALL
<b>285</b>		<b>ELECTRICAL EQUIPMENT &amp; SUPPLY</b>
	285	002 ALL
<b>287</b>		<b>ELECTRONIC COMPONENTS</b>
	287	006 ALL
<b>295</b>		<b>ELEVATORS</b>
	295	040 ELEVATORS
	295	070 PARTS
<b>300</b>		<b>EMBOSSING / ENGRAVING</b>
	300	015 ALL

COMMODITY CODE LIST

<b>305</b>		<b>ENGINEERING EQUIPMENT</b>
305	004	ALL
<b>310</b>		<b>ENVELOPES, PLAIN, PRINTED</b>
310	006	ALL
<b>320</b>		<b>FASTENERS, FASTENING DEVICES</b>
320	010	ALL
<b>330</b>		<b>FENCING</b>
330	013	FENCING ALL TYPES
<b>335</b>		<b>FERTILIZERS &amp; SOIL</b>
335	004	ALL
<b>340</b>		<b>FIRE PROTECTION EQUIP/SUPPLIES</b>
340	006	ALL
<b>345</b>		<b>FIRST AID AND SAFETY EQUIPMENT</b>
345	004	ALL
<b>350</b>		<b>FLAGS, POLES, BANNERS &amp; ACCESORIES</b>
350	010	ALL
<b>360</b>		<b>FLOOR COVERING</b>
360	005	ALL
<b>365</b>		<b>FLOOR MACHINE / PARTS</b>
365	015	ALL
<b>393</b>		<b>FOODS GROCERY</b>
393	003	ALL
<b>395</b>		<b>COMPUTER FORMS</b>
395	015	ALL
<b>397</b>		<b>FORMS, PRINTED</b>
397	005	ALL
<b>405</b>		<b>FUEL, OIL, GREASE &amp; LUBRICANT</b>
405	003	BUTANE AND PROPANE
405	007	FUEL ADDITIVES
405	009	FUEL, DIESEL
405	013	GAS, NATURAL
405	015	GASOLINE
405	031	LUBRICANTS ALL
405	034	MISCELLANEOUS
405	036	OIL, AUTO
405	038	OIL AND GREASE ADDITIVES
405	085	POWER STEERING FLUID

## COMMODITY CODE LIST

405	100	FUEL PUMP, PART, ACCESSORYS
405	112	FLUID, BRAKE
405	113	FLUID, WINDSHIELD WIPER
<b>425</b>		<b>FURNITURE, OFFICE</b>
425	003	BOOKCASES AND BOOKSHELVES
425	006	CHAIRS
425	011	MISCELLANEOUS
425	014	CREDENZA UNIT, WOOD
425	017	DATA PROCESSING FURNITURE
425	020	DESK & CREDENZA & TABLES
425	030	DRAFTING CHAIRS & STOOLS
425	040	FILING CABINETS
425	053	LOCKERS, CABINETS
425	054	MODULAR PANEL SYSTEMS
425	081	SHELVING
425	092	FILING SYSTEMS
425	094	MODULAR SYSTEMS
<b>440</b>		<b>GLASS &amp; GLAZING SUPPLY</b>
440	050	ALL
<b>445</b>		<b>TOOLS, HAND</b>
445	002	ALL
<b>450</b>		<b>HARDWARE ITEMS</b>
450	001	ALL
<b>460</b>		<b>HOSE, ALL KINDS</b>
460	004	ALL
<b>470</b>		<b>MEDICAL EQUIPMENT</b>
470	010	AMBULANCE COTS & STRETCHERS
<b>475</b>		<b>HOSPITAL SURGICAL, MISCELLANEOUS</b>
475	006	ALL
<b>485</b>		<b>JANITORIAL SUPPLIES</b>
485	000	ALL
<b>490</b>		<b>LABORATORY EQUIPMENT/ACCESORIES</b>
490	085	ALL
<b>515</b>		<b>LAWN EQUIPMENT</b>
515	005	MISCELLANEOUS
515	030	LAWN MOWERS, ALL
515	082	SPRINKLER SYSTEMS/PARTS
<b>525</b>		<b>LIBRARY MACHINES/SUPPLIES</b>
525	005	ARCHIVAL STORAGE MATERIAL

## COMMODITY CODE LIST

525	010	BINDERS, COVERS, JACKETS
525	020	BOOK CARDS, DATE SLIPS
525	025	BOOK ENDS, HOLDERS, SUPPORT
525	030	BOOK MENDING, REBINDING
525	040	BOOK SECURITY SYSTEMS
525	050	BOOKS
525	070	LIBRARY LABELING SUPPLIES
525	080	LIBRARY SUPPLIES-MISC
<b>540</b>		<b>LUMBER, WOODS, SIDING, MISCELLANEOUS</b>
540	014	ALL
<b>545</b>		<b>MACHINERY &amp; HEAVY HARDWARE</b>
545	002	ALL
<b>550</b>		<b>TRAFFIC EQUIPMENT &amp; MATERIALS</b>
550	002	TRAFFIC PAINT & STRIPING
550	030	MARKERS, TRAFFIC
550	062	SIGNS, ALL
550	100	TRAFFIC SIGNAL CONTROLS
550	103	MISCELLANEOUS CONTROL EQUIPMENT
<b>570</b>		<b>METALS; BARS, PLATES, RODS</b>
570	028	ALL
<b>578</b>		<b>MISCELLANEOUS PRODUCTS</b>
578	035	ELECTION EQUIPMENT & SUPPLIES
578	036	FIREWORKS
578	005	MISCELLANEOUS
<b>595</b>		<b>NURSERY STOCK &amp; SUPPLIES</b>
595	010	ALL
<b>600</b>		<b>OFFICE MACHINES &amp; ACCESSORIES</b>
600	005	MISC. MACHINES / SUPPLIES
600	052	DICTATING MACHINES / SUPPLIES
600	061	FAX MACHINE SUPPLIES
600	073	OFFICE MACHINES, EQUIPMENT
600	082	SHREDDERS / SUPPLIES
<b>615</b>		<b>OFFICE SUPPLIES</b>
615	003	ALL
<b>630</b>		<b>PAINT, COATINGS</b>
630	003	ALL
<b>635</b>		<b>PAINTING EQUIPMENT &amp; ACCESORIES</b>
635	006	ALL
<b>640</b>		<b>PAPER &amp; PLASTIC-DISPOSBLE</b>

## COMMODITY CODE LIST

640	005	ALL
<b>645</b>		<b>PAPER</b>
645	010	ALL
<b>650</b>		<b>PARK, PLAYGROUND, SWIMMING</b>
650	006	BENCHES, PARK
650	018	COMBINATION SETS, PLAYGROUD
650	024	GRILL AND PARK STOVES
650	036	PICNIC TABLES
650	038	PLAYGROUND EQUIPMENT
650	050	SAFETY SURFACES, PLAYGROUND
650	062	SPORTS FIELD MAINTENANCE
650	066	SWIMMING POOLS & SUPPLIES
650	072	SWINGS, PLAYGROUND
650	080	FOUNTAINSE
650	100	MISC OUTDOOR EQUIP/FURN
<b>655</b>		<b>PHOTOGRAPHIC EQUIPMENT</b>
655	015	ALL
<b>658</b>		<b>PIPE AND TUBING</b>
658	035	ALL
<b>659</b>		<b>PIPE/TUBE/VALVES FITTINGS</b>
659	006	ALL
<b>665</b>		<b>PLASTICS</b>
665	024	ALL
<b>670</b>		<b>PLUMBING EQUIPMENT</b>
670	002	ALL
<b>675</b>		<b>POISONS</b>
675	035	ALL
<b>678</b>		<b>POLES</b>
678	009	ALL
<b>680</b>		<b>POLICE EQUIPMENT AND SUPPLY</b>
680	004	AMMUNITION
680	005	AMMUNITION, RELOADED
680	008	BODY ARMOR/PROTECTION EQ.
680	012	BELTS, CASES, HOLSTERS ETC
680	024	TESTING, ALCOHOL & DRUG
680	042	SECURITY PARTITIONS
680	044	DETECTORS, RADAR
680	045	EXPLOSIVES STORAGE BOXES
680	046	EXPLOSIVES

## COMMODITY CODE LIST

680	047	EVIDENCE BAGS, CONTAINERS
680	048	FINGERPRINTING EQUIPMENT
680	049	FIREARMS TRAINING SIMULAT
680	050	GUNS, STUN
680	052	PISTOLS, RIFLES SHOTGUNS
680	060	HANDCUFFS AND LEG IRONS
680	067	TRAINING AND INST AIDS
680	076	RACKS, GUN
680	077	RADAR INSTRUMENTS, TRAFFIC
680	087	SURVEILLANCE EQUIPMENT
680	088	TARGETS AND POSTERS
680	092	TEAR GAS, TEAR GAS GUNS
680	093	TEST EQUIPMENT
680	095	TOOLS, GUNSMITHS ETC
680	096	MISCELLANEOUS SUPPLIES
<b>691</b>		<b>POWER TRANSMISSION EQUIPMENT</b>
691	028	ALL
<b>695</b>		<b>PRINTING &amp; SILK SCREENING</b>
695	005	ALL
<b>715</b>		<b>PUBLICATIONS / AUDIOVISUAL</b>
715	046	LEGAL PUBLICATIONS
715	100	SUBSCRIPTION
<b>720</b>		<b>PUMPS AND ACCESSORIES</b>
720	012	BOOSTER OR CIRCULATING
720	015	CENTRIFUGAL
720	027	FIRE EQUIPMENT PUMPS&PUMP
720	033	GAS & DIESEL FUEL
720	040	MECHANICAL PUMPS & ACCESSORIES
720	064	SEWAGE AND SLUDGE
720	067	SEWAGE&SLUDGE PUMPS, SURFA
720	082	WATER PUMPS&ACCESSORIES
720	090	MISCELLANEOUS
<b>725</b>		<b>RADIO AND TELECOMMUNICATN</b>
725	012	ANTENNAS AND ACCESSORIES
725	013	MISCELLANEOUS
725	061	EQUIPMENT INSTALL
725	074	TWO WAY RADIO & SUPPLIES
725	100	MOBILE/CELLULAR PHONES
<b>730</b>		<b>TELEVISION EQUIPMENT</b>
730	006	TELEVISIONS
730	008	VCR'S/CD PLAYERS
730	010	VIDEO CAMERAS
730	015	VIDEO SURVEILLANCE SYSTEM

## COMMODITY CODE LIST

	730	020	MISC. ACCESSORIES
	730	024	RECORDING TAPE/CD'S
<b>735</b>			<b>RAGS, SHOP TOWELS, WIPING</b>
	735	075	ALL
<b>740</b>			<b>REFRIGERATION EQUIPMENT</b>
	740	045	ALL
<b>745</b>			<b>ROAD AND HIGHWAY MATERIAL</b>
	745	002	SAND & GRAVEL
	745	007	ASPHALT
	745	021	CEMENT, TRUCKLOAD
	745	035	CRUSHED STONE
	745	056	AGGREGATE ALL
	745	065	PATCHING MIX, ASPHALT CONC
	745	069	CONCRETE ALL
	745	070	ROAD OIL
	745	077	SAND & GRAVEL
	745	080	SALT, HIGHWAY
	745	084	SLURRY SEAL
<b>755</b>			<b>ROAD/HIGHWAY EQUIPMENT</b>
	755	003	BOOMS, CRANE, TRACTOR
	755	030	ASPHALT PAVERS
	755	036	HYDRAULIC ACCESSORIES
	755	040	BACKHOE
	755	041	MUD JACKS & ACCESSORIES
	755	060	CONCRETE EQUIPMENT
	755	065	CONCRETE CUTTERS, SAWS
	755	066	SPREADERS, ALL
	755	070	ALL GRADERS
	755	072	STRIPING MACHINES
	755	075	SWEEPER ACCESSORIES
	755	076	TAMPERS / COMPACTORS
	755	077	SWEEPERS, DRAG BROOMS
	755	080	CONCRETE MIXERS
	755	087	TRACTORS, ALL
	755	090	WEED BURNERS & SPRAYERS
	755	092	LOADERS, FRONT END
	755	096	HYDRAULIC EQUIPMENT
	755	105	BLADES
	755	106	FORKS
<b>770</b>			<b>ROOFING MATERIALS</b>
	770	006	ALL
<b>785</b>			<b>EDUCATION SUPPLIES</b>
	785	020	ALL

COMMODITY CODE LIST

<b>790</b>		<b>SEED, SOD, SOIL, PLANTS, TREE</b>
	790 005	ALL
<b>801</b>		<b>SIGNS, MATERIALS</b>
	801 009	ALL
<b>805</b>		<b>SPORTING AND ATHLETIC EQUIPMENT</b>
	805 005	ALL
<b>832</b>		<b>TAPE</b>
	832 004	ALL
<b>840</b>		<b>TELEVISION EQUIPMENT AND ACCESSORIES</b>
	840 010	ALL
<b>845</b>		<b>TESTING APPARATUS &amp; INSTRUMENTS</b>
	845 001	ALL TESTING DEVICES
<b>850</b>		<b>HOUSEHOLD, SHEETS, TOWLES</b>
	850 063	ALL
<b>863</b>		<b>TIRES AND TUBES</b>
	863 005	ALL
<b>865</b>		<b>VALVES</b>
	865 005	ALL
<b>870</b>		<b>BLINDS</b>
	870 070	ALL
<b>875</b>		<b>VETERINARY EQUIPMENT &amp; SUPPLIES</b>
	875 008	ANIMAL CONTROL EQUIPMENT
	875 058	PHARMACEUTICALS, VETERINAR
<b>880</b>		<b>PROJECTORS/AUDIO VISUAL</b>
	880 011	ALL
<b>885</b>		<b>WATER TREATING CHEMICALS</b>
	885 001	ALL
<b>890</b>		<b>WATER/WASTEWATER EQUIPMENT</b>
	890 004	BAR&TRASH SCREEN EQUIPMEN
	890 005	BELT FILTER PRESS & PARTS
	890 008	CHLORINATION EQUIPMENT
	890 028	INSTRUMENTATION EQUIPMENT
	890 030	MANHOLE RINGS & COVERS
	890 035	METAL FINDERS/DETECTORS

## COMMODITY CODE LIST

890	040	METER AND VALVE BOXES
890	044	METERS, WATER
890	045	METERS, WATER & PARTS
890	046	METER READING DEVICES
890	064	SEWER INSPECTION EQUIPMEN
890	066	SEWER LIFT STATIONS & PARTS
890	068	TAGS, WATER METER REMOVAL
890	080	WATER LEAK DETECTION SYST
890	087	WATER TREATMENT EQUIPMENT
890	096	REPLACEMENT PARTS
890	120	FIRE HYDRANTS & GUAGES
890	125	METERS, WTR PARTS EXCHG
890	130	CLEANING EQUIPMENT
<b>893</b>		<b>WATER &amp; SEWER SUPPLIES</b>
893	005	ALL
<b>895</b>		<b>WELDING EQUIPMENT/SUPPLIES</b>
895	020	ALL
<b>900 CLASS FOR SERVICES ONLY</b>		
<b>906</b>		<b>ARCHITECTURAL SERVICES</b>
906	007	ARCHITECT SERVICES
906	056	LANDSCAPE ARCHITECTURE
<b>907</b>		<b>ENGINEERING SERVICES</b>
907	040	ENGINEERING SERVICES
907	042	GEOTECHNICAL - SOILS
907	079	SURVEYING SERVICES
907	083	TESTING SERVICES
<b>908</b>		<b>AUTOMOTIVE SERVICES</b>
908	010	ALL
<b>909</b>		<b>BUILDING CONSTRUCTION SERVICES</b>
909	021	ALL
<b>910</b>		<b>BUILDING MAINTENANCE / REPAIR</b>
910	001	ALL
<b>915</b>		<b>COMMUNICATIONS / MEDIA SERVICE</b>
915	001	MISC. MEDIA SERVICES
915	002	ADVERTISING
915	003	INTERNET SERVICE
915	048	GRAPHIC ARTS SERVICES
915	073	PRINTING, BROCHURE, FLYERS
915	074	RADIO COMMERCIAL PRODUCT
915	075	TELEPHONE SERVICES, CELLULAR

## COMMODITY CODE LIST

	915	078	TV COMM PRODUCTION
	915	096	WEB PAGE DESIGN
<b>924</b>			<b>EDUCATIONS SERVICES / MATERIALS</b>
	924	005	ALL
<b>925</b>			<b>EQUIPMENT MAINT &amp; REPAIR</b>
	925	006	MISCELLANEOUS
	925	008	AUTO MAJOR TRANSP EQUIPMENT
	925	024	COPYING MACHINES
	925	037	FLOOR MAINT MACHINES
	925	054	LAWN EQUIPMENT
	925	060	MEDICAL EQUIPMENT
	925	066	PARK, PLAYGROUND EQUIPMENT
	925	067	PHOTOGRAPHIC EQUIP
	925	070	POOL EQUIPMENT
	925	076	ROAD & HIGHWAY EQUIPMENT
	925	088	TOWERS; RADIO & RADAR
	925	089	TRAFFIC CONTROL DEVICES
	925	100	CAR WASH
<b>926</b>			<b>ENVIRONMENTAL &amp; ECOLOGICAL</b>
	926	045	HAZARDOUS MATERIAL & WASTE
	926	077	RECYCLING SERVICES
	926	096	MISCELLANEOUS ENVIRONMENTAL SERVICE.
<b>930</b>			<b>EQUIPMENT RENTAL</b>
	930	003	AIR COMPRESSOR & ACCESSORIES
	930	025	CRANES, DOZERS, LOADERS
	930	063	MACHINERY & HEAVY HARDWRE
	930	075	ROAD & HWY EQUIPMENT
	930	091	PORT-A-LETS
	930	100	TENTS
	930	110	LIGHTING, BARRACADES, ETC.
	930	120	VEHICLE RENTAL/BUS
	930	160	COPY MACHINE
	930	165	POSTAGE METER MACHINE
	930	170	SAFETY EQUIPMENT
	930	175	MISC. RENTAL
<b>932</b>			<b>FINANCIAL SERVICES</b>
	932	020	APPRAISAL SERVICE
	932	035	AUDITING
	932	040	BANKING / INVESTMENTS
	932	045	EQUIPMENT LEASES / FINANCING
<b>934</b>			<b>FREIGHT SERVICES</b>
	934	005	ALL

## COMMODITY CODE LIST

<b>935</b>		<b>HEALTH RELATED SERVICE</b>
	935 065	ALL SERVICES
<b>946</b>		<b>TAX</b>
	946 010	TAX
<b>947</b>		<b>MISCELLANEOUS SERVICES</b>
	947 001	APPRAISAL – REAL ESTATE
	947 002	AUDITING
	947 003	BANKING
	947 010	CERTIFIED PUBLIC ACCT.
	947 014	COLLECTION SERVICES
	947 020	ESCROW & TITLE SERVICES
	947 025	FINANCIAL ADVISOR
	947 030	INVESTMENT SERVICES
	947 031	MEDIATION RESOLUTION
	947 032	ENVIRONMENTAL IMPACT STUDIES
	947 041	LEGAL SERVICES ATTORNEYS
	947 045	LOBBY SERVICES
	947 049	TEMP STAFFING SERVICES
	947 050	LABORATORY TESTING
	947 062	MISCELLANEOUS
<b>952</b>		<b>HUMAN SERVICES</b>
	952 007	ALCOHOL&DRUG TESTING SERVICE
	952 020	CORRECTIONAL
	952 021	COUNSELING
	952 038	EMPLOYEE ASST. PROGRAMS
	952 090	MISCELLANEOUS
<b>953</b>		<b>INSURANCE, ALL TYPES</b>
	953 006	ALL
	953 056	LIABILITY, GENERAL
<b>954</b>		<b>LAUNDRY &amp; DRY CLEANING SERVICES</b>
	954 005	ALL
<b>955</b>		<b>PUBLIC WORKS RELATED SERVICES</b>
	955 010	BUILDING CONSTRUCTION
	955 058	MISCELLANEOUS SERVICES
	955 070	ELECTRICAL CONTRACTING
	955 074	STREET HWY CONSTRUCTION
	955 076	STREET/HWY REPAIR
	955 083	SURVEYING
	955 097	WASTEWATER TREATMENT O&M
	955 100	UNDERGRND UTILITIES CONTR
	955 115	WATER PLANT CONST, O&M
	955 130	MISC. TRAFFIC EQUIPMENT

## COMMODITY CODE LIST

	955	150	METER CALIBRATION
	955	160	TRAFF SIGNAL INSTALLATION
<b>960</b>			<b>GROUNDS &amp; PARK SERVICES</b>
	960	015	FENCE INSTALL & REPAIR
	960	072	PEST CONTROL
	960	082	SWIMMING POOL BLDG, MAINT
	960	088	TREE TRIMMING SERVICES
	960	100	GROUNDS SERVICE MISC.
	960	120	PLAYGROUND CONSTRUCTION
	960	130	BASKETBALL/VOLLEYBALL CON
	960	999	GRAVEL/STONE/POLYETHYLENE
<b>966</b>			<b>PRINTING SERVICES</b>
	966	007	ALL
<b>970</b>			<b>SHIPPING AND HANDLING</b>
	970	001	SHIPPING AND HANDLING
<b>971</b>			<b>REAL PROPERTY RENTAL / LEASE</b>
	971	030	MISCELLANEOUS RENTAL / LEASE
	971	045	OFFICE SPACE RENTAL / LEASE