



# Dakota Community Unit School District 201

400 Campus Drive Dakota, Illinois 61018 1.844.632.5682

Jason Grey  
Superintendent  
Greg Midgett  
PreK-6 Principal  
Randall Bay  
7-12 Principal  
Kevin Cline  
7-12 Ast Principal

## Vendor Request Form

Prior to processing a payment for goods and/or services a New Vendor Request form must be completed and submitted to the Dakota CUSD #201 District Office. Completed forms provide the necessary information for use internally by District personnel, as well as for federal and state reporting purposes.

### Vendor Information

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Type of Vendor:  Business  Small Business  
 Government Agency  Other Not for Profit Organization

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

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Business Classification (if applicable)\*:  Minority Owned  Female Owned  
 Owned by Persons with Disabilities  Veteran Owned

\*In accordance with Illinois School Code (105 ILCS 5/10-17), schools are required to publish an annual report identifying the total number of contracts awarded to minority, female, veteran, small business, or disabled contractors/vendors, as certified by a certifying agency (e.g. Cook County, State of Illinois, U.S. Small Business Association) in accordance with the definitions provided in 30 ILCS 5/2.

### Mailing Address

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Remittance Mailing Address (if different from above):

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### Taxpayer Identification

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Please attach a copy of your current W-9, if one is already on file with Dakota CUSD #201 please disregard. Please refer to IRS form W-9 for guidance if necessary.

### Approval

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Under penalties of perjury, I certify that the information provided on this form is complete and accurate. I understand that this information will be utilized for local, federal and state reporting purposes. I further certify that 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.

Printed Name of Vendor Representative: \_\_\_\_\_

Vendor Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_