



CITY of SAN CARLOS

600 Elm Street

San Carlos, CA 94070

Linda Navarro, Account Technician

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VENDOR INFORMATION QUESTIONNAIRE

We are required by the Internal Revenue Service and State Franchise Tax Board to have certain information on file regarding the status of your company for 1099 reporting purposes. **Please complete this questionnaire or a completed W-9 form and return as soon as possible.** A delay in providing the requested information may cause a delay in payment of your bill. If we do not receive this information within **10** working days or if we are advised by the IRS and/or State that the data is incorrect, we are required to retain a "Backup Withholding" of **28%** for the IRS and **7%** for the State on all payments to your firm.

Name, address, phone and fax of Company:

GURUS EDUCATION SERVICES

Remit Address: 42808 CHRISTY STREET SUITE 122

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FREMONT CA 94538

FREMONT CA 94538 510-573-2497

Terms: _____

Check one type of Business Entity:

*Corporation ☒

*Sole Proprietorship OR *Partnership ☐

Federal Tax Identification No. (FEIN):

Name of Owner(s):

Social Security Number:

RITU KHURANA

Employer Identification No.: 45-4255717

If in San Carlos, Business Registration number _____

If you're interested in receiving payments through Electronic Funds Transfer (EFT), please provide the following information and **return with a copy of a voided check.** Please note that we will pre-note the first payment.

Bank ABA Transit Routing #: _____

Name of Financial Institution: _____

Bank Account Number: _____ ☐ Checking ☐ Savings

I hereby authorize the City of San Carlos to initiate payments to the financial institution indicated above. The financial institution is authorized to credit and/or correct the amount to my account. This authority is to remain in full force and effect until either I revoke it by giving 10 days prior written notice to the City or upon my cancellation of services

Under penalties of perjury, I certify that the information provided on this form is true, correct and complete to the best of my knowledge.

Signature

Business Owner/Partner/Corporate Officer

Date 03/01/2016