



CITY OF JANESVILLE

Wisconsin's Park Place

VENDOR INFORMATION FORM, W-9 & WI EXEMPT CERTIFICATE

We are requesting that you complete this Vendor Information Form and enclosed IRS W-9. The information is requested in order to comply with various Federal, State and Equal Opportunity requirements. Please note that failure to provide a Taxpayer Identification Number may result in a \$50.00 fine imposed by the IRS and future payments being subject to a 24% withholding for federal taxes.

If you wish to receive electronic payments from us, please complete the included Vendor EFT Payment Authorization Agreement and return with the Vendor Information Form and IRS W-9.

Please note that the City of Janesville is exempt from Sales & Use tax. Our completed WI Sales and Use Tax Exemption Certificate is included in this packet for your records.

Thank you for your attention to this matter. If you have questions, please call accounts payable at 608-755-3017.

Please return completed forms and submit invoices to:
City of Janesville, Accounts Payable, PO Box 5005, Janesville, WI 53545
Or email cojacctpay@janesvillewi.gov

Business Name _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Contact Person _____

Please answer the following regarding your business.

Are you incorporated? _____ yes _____ no

Are you an exempt governmental agency or tax organization?

_____ Governmental _____ Tax Exempt _____ Non-Exempt

Nature of business: _____

Check which item(s) best describes the type of services provided by your business.

_____ materials only _____ both materials & services _____ rentals _____ services only

_____ professional fees _____ medical services _____ other (describe) _____

Who is your primary contact at the City of Janesville? _____

If receiving payment via check, please provide remittance address:

Vendor EFT Payment Authorization Agreement

City of Janesville



18 N. Jackson St, PO Box 5005
Janesville, WI 53547-5005

The City of Janesville is pleased to announce that we are initiating payments by EFT. Payments made to you will be more secure and cash will be available to you sooner. Please complete the information below and return to us so that you can enjoy the benefits.

e-mail to : cojacctpay@janesvillewi.gov

SECTION A	Complete all of the following information (please print):		
	Vendor Name :	<input type="text"/>	
	Contact Name :	<input type="text"/>	
	Phone number :	<input type="text"/>	
	e-mail address :	<input type="text"/>	

SECTION B	Financial Institution	Routing # (9 digits)	Account #
	Name: _____	<input type="text"/>	<input type="text"/>
	City: _____		<input type="checkbox"/> checking
	State: _____		<input type="checkbox"/> savings

SECTION C	This authority shall remain in full force and effect until the City of Janesville has received written notification from me of its termination in such time and in such manner as to afford the City a reasonable opportunity to act on it, or as the City of Janesville determines it is necessary to terminate this agreement.		
	In the event of an error in the credit entry, the correction of which requires that a reversing entry be made, I hereby authorize the Depository Institution to initiate such a debit entry in the amount of the error in my account.		
	_____	_____	_____
	Authorized Signature	Title	Date

THIS REQUEST REPLACES ANY PRIOR AUTHORIZATION



Wisconsin Sales and Use Tax Exemption Certificate

Form S-211

Do not send this certificate to the Department of Revenue

Purchaser: Complete this certificate and give it to the seller.

Seller: If this certificate is not fully completed, you must charge sales tax. Keep this certificate as part of your records.

Check One Single Purchase Continuous

Purchaser Information			
Business Name		Type of Business	
City of Janesville		Government <input type="checkbox"/>	
Business Address	City	State	ZIP Code
18 N Jackson Street	Janesville	WI	53548
Purchaser's Tax ID Number			State of Issue
If no Tax ID Number, enter one of the following:	FEIN	Driver's License Number/State Issued ID Number	State of Issue
	39-6005472		
Seller Information			
Name			
Address		City	State ZIP Code

Reason for Exemption

Resale (Enter purchaser's seller's permit or use tax certificate number) _____

Manufacturing and Biotechnology

- Tangible personal property (TPP) or item under s.77.52(1)(b) that is used exclusively and directly by a manufacturer in manufacturing an article of TPP or items or property under s.77.52(1)(b) or (c) that is destined for sale and that becomes an ingredient or component part of the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale or is consumed or destroyed or loses its identity in manufacturing the article of TPP or items or property under s.77.52(1)(b) or (c) destined for sale.
- Machines and specific processing equipment and repair parts or replacements thereof, exclusively and directly used by a manufacturer in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) and safety attachments for those machines and equipment.
- The repair, service, alteration, fitting, cleaning, painting, coating, towing, inspection, and maintenance of machines and specific processing equipment, that the above purchaser would be authorized to purchase without sales or use tax, at the time the service is performed. Tools used to repair exempt machines are not exempt.
- Fuel and electricity consumed in manufacturing tangible personal property or items or property under s.77.52(1)(b) or (c) in this state. Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %
- Portion of the amount of fuel converted to steam for purposes of resale. Percent of fuel exempt: _____ %
- Property used exclusively and directly in qualified research, by persons engaged in manufacturing at a building assessed under s. 70.995, by persons engaged primarily in biotechnology in Wisconsin, or a combined group member conducting qualified research for another combined group member that meets these requirements.

Farming (To qualify for this exemption, the purchaser must use item(s) exclusively and directly in the business of farming, including dairy farming, agriculture, horticulture, floriculture, silviculture, beekeeping or custom farming services.)

- Tractors (except lawn and garden tractors), all-terrain vehicles (ATV) and farm machines, including accessories, attachments, and parts, lubricants, nonpowered equipment, and other tangible personal property or items or property under s.77.52(1)(b) or (c) that are used exclusively and directly, or are consumed or lose their identities in the business of farming. This includes services to the property and items above.
- Feed, seeds for planting, plants, fertilizer, soil conditioners, sprays, pesticides, and fungicides.
- Breeding and other livestock, poultry, farm work stock, bees, beehives and bee combs.
- Containers for fruits, vegetables, bee products, grain, hay, and silage (including containers used to transfer merchandise to customers), and plastic bags, sleeves, and sheeting used to store or cover hay and silage. Baling twine and baling wire.
- Animal waste containers or component parts thereof (may only mark certificate as "Single Purchase").
- Animal bedding, drugs for farm livestock or bees, and milk house supplies.

Governmental Units and Other Exempt Entities

Enter CES No., if applicable

008-0000373250-07

- The United States and its unincorporated agencies and instrumentalities.
- Any federally recognized American Indian tribe or band in this state.
- Wisconsin state and local governmental units, including the State of Wisconsin or any agency thereof, Wisconsin counties, cities, villages, or towns, and Wisconsin public schools, school districts, universities, or technical college districts.
- Organizations meeting the requirements of section 501(c)(3) of the Internal Revenue Code. Wisconsin organizations must enter a CES number above.

Other

- Containers and other packaging, packing, and shipping materials, used to transfer merchandise to customers of the purchaser.
 - Trailers and accessories, attachments, parts, supplies, materials, and service for motor trucks, tractors, and trailers which are used exclusively in common or contract carriage under LC, IC, or MC No. (if applicable) _____.
 - Machines and specific processing equipment used exclusively and directly in a fertilizer blending, feed milling, or grain drying operation, including repair parts, replacements, and safety attachments.
 - Building materials acquired solely for and used solely in the construction or repair of holding structures used for weighing and dropping feed or fertilizer ingredients into a mixer or for storage of such grain, if such structures are used in a fertilizer blending, feed milling, or grain drying operation.
 - Tangible personal property purchased by a person who is licensed to operate a commercial radio or television station in Wisconsin, if the property is used exclusively and directly in the origination or integration of various sources of program material for commercial radio or television transmissions that are generally available to the public free of charge without a subscription or service agreement.
 - Fuel and electricity consumed in the origination or integration of various sources of program material for commercial radio or television transmissions that are generally available to the public free of charge without a subscription or service agreement.
Percent of fuel exempt: _____ % Percent of electricity exempt: _____ %
 - Tangible personal property and items, property and goods under s.77.52(1)(b), (c), and (d) to be resold by _____ on my behalf where _____ is registered to collect and remit sales tax to the Department of Revenue on such sales.
 - Tangible personal property, property, items and goods under s.77.52(1)(b), (c), and (d), or services purchased by a Native American with enrollment # _____, who is enrolled with and resides on the _____ Reservation, where buyer will take possession of such property, items, goods, or services.
 - Tangible personal property and items and property under s.77.52(1)(b) and (c) becoming a component of an industrial or municipal waste treatment facility, including replacement parts, chemicals, and supplies used or consumed in operating the facility. Caution: Do not check the "continuous" box at the top of page 1.
 - Portion of the amount of electricity or natural gas used or consumed in an industrial waste treatment facility.
(Percent of electricity or natural gas exempt _____ %)
 - Electricity, natural gas, fuel oil, propane, coal, steam, corn, and wood (including wood pellets which are 100% wood) used for fuel for residential or farm use.
- | | % of Electricity Exempt | % of Natural Gas Exempt | % of Fuel Exempt |
|--|-------------------------|-------------------------|------------------|
| <input type="checkbox"/> Residential | _____ % | _____ % | _____ % |
| <input type="checkbox"/> Farm | _____ % | _____ % | _____ % |
- Address Delivered: _____
- Percent of printed advertising material solely for out-of-state use. _____ %
 - Catalogs, and the envelopes in which the catalogs are mailed, that are designed to advertise and promote the sale of merchandise or to advertise the services of individual business firms.
 - Computers and servers used primarily to store copies of the product that are sent to a digital printer, a plate-making machine, or a printing press or are used primarily in prepress or postpress activities, by persons whose NAICS code is 323111, 323117, or 323120.
 - Purchases from out-of-state sellers of tangible personal property that are temporarily stored, remain idle, and not used in this state and that are then delivered and used solely outside this state, by persons whose NAICS code is 323111, 323117, or 323120.
 - Other purchases exempted by law. (State items and exemption). _____

I declare that the information provided is complete and accurate to the best of my knowledge, and that the product(s) purchased will be used in the exempt manner indicated. If a product is not used in an exempt manner, I will remit use tax on the purchase price at the time of first taxable use. I understand that failure to remit the use tax may result in a future liability, including tax, interest, and penalty.

CAUTION: Using this certificate to avoid paying sales tax may result in a fine of \$250 for each transaction for which the certificate is used

Signature of Purchaser 	Print or Type Name Lorena R Stottler	Title City Clerk-Treasurer	Date 01/12/2022
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(DETACH AND PRESENT TO SELLER)

Verify that all of your Illinois Sales Tax Exemption Certificate information is correct

- ✓ **If not**, contact us immediately.
- ✓ **Do not discard** - your Illinois Sales Tax Exemption Certificate is an important tax document that authorizes you to purchase tangible personal property for use or consumption tax-free.

OFFICIAL DOCUMENT State of Illinois - Department of Revenue OFFICIAL DOCUMENT

Illinois Sales Tax Exemption Certificate

CITY OF JANESVILLE

18 N JACKSON ST
JANESVILLE WI 53548-2928

Sales Tax Exemption Certificate

Issue date: 03/03/2020	Sales Tax Exemption	E99005029
Expiration date: 04/01/2025	Organization type:	Governmental

This entity is authorized under the Retailers' Occupation Tax Act to purchase tangible personal property for use or consumption tax-free.


Director

OFFICIAL DOCUMENT - DO NOT DESTROY