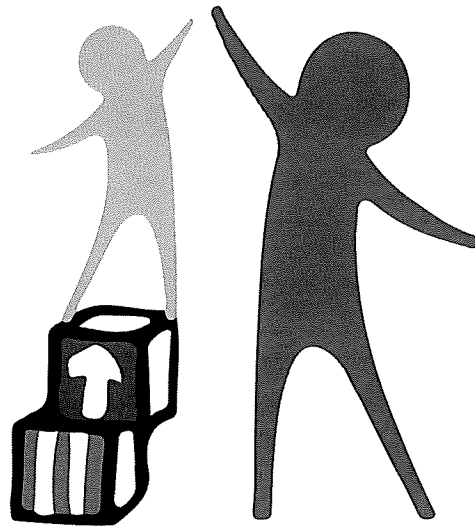


Child-Parent Centers, Inc.



Request for Proposals

Fire Equipment Inspections & Repairs

Dated: 04/21/2026

SUMMARY

Child-Parent Centers, Inc. (CPC) is seeking proposals for Fire Equipment Inspections & Repairs in Pima, Cochise, Santa Cruz, Graham and Greenlee counties. CPC is a federally funded, private, non-profit organization providing Head Start (HS) and Early Head Start (EHS) services to low-income families. Services will include Fire Equipment Inspections and Repairs.

CHILD-PARENT CENTERS, INC. BACKGROUND

CPC is a community-based, federally funded, not-for-profit Corporation incorporated in 1966 and governed by a volunteer Board of Directors and Head Start Parent Policy Council. CPC's primary purpose as the Head Start and Early Head Start grantee for southeastern Arizona is to provide comprehensive early childhood and family development services to low-income families. The agency currently serves approximately 2000 children in its Head Start and Early Head Start Programs.

These services are provided by over 600 employees who work out of 38 Head Start centers located in Pima, Cochise, Santa Cruz, Graham and Greenlee counties and two administrative locations in Pima County.

TERM OF SERVICES

Services will be contracted for a period of three years from the date of signed agreement. Vendor will provide services on a year-round basis.

SERVICES

- Vendor to provide services to all Head Start Centers located in Pima, Cochise, Santa Cruz, Graham and Greenlee counties and administration offices in Pima County.
- Vendor to perform annual fire panel inspections at all locations beginning September 1st and completed no later than September 30th of each contracted year.
- Vendor to perform annual fire extinguisher inspections at all locations, including all vehicles and buses, beginning September 1st and completed no later than September 30th of each contracted year.
- Vendor to complete any follow-up repairs from the inspections by October 31st of each contracted year.

- Vendor to perform routine repairs at all locations when requested through work request (for example: smoke detectors, exit signs, bad fire extinguishers, etc.).
- Vendor must be able to respond to emergency calls at all locations, usually fire panel emergencies.

PROPOSAL INSTRUCTIONS

Include the following completed documents in your **Proposal**:

- Attachment A
- Attachment B
- RFP Submittal/Decline Form
- Vendor/Bidder Fact Sheet and Questionnaire
- Debarment Certification
- W-9

Also include a copy of current:

- Certificate of Liability
- Workers' Compensation Certificate
- Business License

The bid packet is available on the CPC, Inc. website at www.childparentcenters.org (scroll to the bottom of the website on the righthand side and click RFP Bid Information which will list Fire Equipment Inspections & Repairs 2026-2029).

PROPOSAL GUIDELINES AND REQUIREMENTS

This is an open and competitive process.

If the vendor is not able to submit a proposal at this time, we ask that you please mark the decline box on the RFP Submittal/Decline form and email to krosing@childparentcenters.org or fax to Kristi Rosing at (520) 884-0605.

Proposals submitted by vendors must contain the signature of a duly authorized officer or agent.

Provisions of this RFP and the contents of the successful responses are considered available for inclusion in final contractual obligations.

CPC will negotiate agreement terms upon selection. All agreements are subject to review by CPC's legal counsel, and the bid will be awarded upon signing an agreement which outlines terms, scope, rates, and other necessary items.

In the event the vendor fails to perform the scope of work or becomes insolvent after the agreement is signed, CPC reserves the right to cancel.

If you have additional questions regarding the requirements, please email questions to krosing@childparentcenters.org. **All questions must be received by Tuesday, May 19, 2026.**

Our open competition policies require prospective vendors to submit all questions in writing. Funding requirements do not allow CPC to accept verbal quotes.

All requested information must be included. Incomplete bid packets will not be considered for contract award.

Proposal must be sealed and received by **Friday, May 22, 2026 no later than 3:00 PM.**

Please title your bid **“Sealed Bid - Fire Equipment Inspections & Repairs RFP 2026–2029”**.

Please review the specifications and mail or deliver your proposal to:

**Kristi Rosing – Procurement Specialist
Child Parent Centers, Inc.
602 E. 22nd Street
Tucson, AZ 85713**

Building Inspections on Fire Panel, Emergency Lights Extinguishers - Attachment "A"

Site Name & Address	Construction type	Sq. Ft.	A	B	C	D	E	F	G	H	I	J	K	Fire Panel & Equipment Inspections (Sum of A thru J)	Fire Extinguishers	Cost of Fire Extinguisher Inspection	TOTAL COST
			Fire Panel	Boosters/ NAC	Pull Stations	Photo Detectors	Heat Detectors	Notification Devices	Water Flow	Supervisory Switches	Emergency Lights	Exit Lights	Combo Emergen cy/Exit Light				Inspections & Extinguishers
Administration Office (Sprinklered)	Masonry	39000	DMP	0	0	0	0	1	1	27	18	0	0		27		
602 E. 22nd St. - Tucson, AZ 85713																	
Ajo	Frame/Steel	1800	MS4	1	2	6	1	8	0	0	0	3	0		4		
111 W. Well Rd. - Ajo, AZ 85921																	
Amphi	Frame/Steel	2560	Miscan 424A	1	3	8	4	4	0	0	0	3	0		5		
1075 W. Roger Rd - Tucson, AZ 85705																	
Bonita	Frame/Steel	4960	MSS-UD	2	11	32	0	36	0	5	13	0	0		13		
1201 16th St. - Douglas, AZ 85607																	
Carmichael	Frame/Steel	2560	Annual fire panel inspection is completed by the city or district.	0	0	0	0	0	0	0	0	3	0		6		
701 Carmichael Ave. - Sierra Vista 85636																	
Cavett	Frame/Steel	3150	GameWell IFS10	1	4	7	3	6	0	0	0	6	0		4		
2125 E. Poquita Vista - Tucson, AZ 85713																	

Building Inspections on Fire Panel, Emergency Lights Extinguishers - Attachment "A"

Site Name & Address	Construction type	Sq. Ft.	A	B	C	D	E	F	G	H	I	J	K	Fire Panel & Equipment Inspections (Sum of A thru J)	Fire Extinguishers	Cost of Fire Extinguisher Inspection	TOTAL COST
			Fire Panel	Boosters/ NAC	Pull Stations	Photo Detectors	Heat Detectors	Notification Devices	Water Flow	Supervisory Switches	Emergency Lights	Exit Lights	Combo Emergen cy/Exit Light				Inspections & Extinguishers
Challenger	Frame/Steel	2560	MS424A	2	3	8	5	4	0	0	0	3	0		4		
901 E. Calle Meyer - Nogales, AZ 85621																	
Cobre Del Sol	Frame/Steel	2850	MS5-UD	1	4	20	0	17	0	0	2	4	3		6		
951 Head Start Way - Bisbee, AZ 85603																	
Coronado	Frame/Steel	3150	ESL 1500	1	3	10	2	9	0	0	0	0	6		5		
3401 W. Wilds Rd. #17 - Catalina, AZ 85739																	
Desert Winds	Frame/Steel	2560	MS4424	1	3	13	0	7	0	0	0	3	0		5		
12655 W. Rudasill - Tucson, AZ 85743																	
Duncan	Frame/Steel	2560	ESL 1500	1	3	10	3	9	0	0	0	3	0		5		
1 McGrath Ave. - Duncan, AZ 85534																	
Elvira	Frame/Steel	3150	IF610	1	4	8	0	9	0	0	0	6	0		4		
250 W. Aragon Rd - Tucson, AZ 85758																	
Erickson	Frame/Steel	3840	SK-4	2	16	1	8	0	0	0	0	5	0		5		
3333 S. Mann Ave. - Tucson, AZ 85730																	

Building Inspections on Fire Panel, Emergency Lights Extinguishers - Attachment "A"

Site Name & Address	Construction type	Sq. Ft.	A	B	C	D	E	F	G	H	I	J	K	Fire Panel & Equipment Inspections (Sum of A thru J)	Fire Extinguishers	Cost of Fire Extinguisher Inspection	TOTAL COST
			Fire Panel	Boosters/ NAC	Pull Stations	Photo Detectors	Heat Detectors	Notification Devices	Water Flow	Supervisory Switches	Emergency Lights	Exit Lights	Combo Emergen cy/Exit Light				Inspections & Extinguishers
Homer Davis 4258 N. Romero Rd. - Tucson, AZ 85705	Frame/Steel	2560	ESL 1500	1	4	12	1	11	0	0	0	2	2		5		
Jacinto Park 701 W. Tipton - Tucson, AZ 85705	Frame/Steel	2560	FCI 72A	1	3	8	4	3	0	0	0	3	0		4		
Keen 2133 S. Palo Verde Ave. - Tucson, AZ 85713	Frame/Steel	2560	ESL 1500	1	3	9	5	9	0	0	0	3	0		3		
La Escuelita 650 1 st Ave. - Douglas, AZ 85607	Frame/Steel	2560	Firelite MS424	1	3	12	0	7	0	0	0	5	0		5		
Laguna 5001 N. Shannon Rd. - Tucson, AZ 85705	Frame/Steel	2560	Firelite MS4	2	4	13	3	8	0	0	0	2	2		5		
Liberty 5495 S. Liberty - Tucson, AZ 85706	Frame/Steel	2560	Firelite MSS-UD	2	6	24	4	14	0	0	0	8			6		

Building Inspections on Fire Panel, Emergency Lights Extinguishers - Attachment "A"

Site Name & Address	Construction type	Sq. Ft.	A	B	C	D	E	F	G	H	I	J	K	Fire Panel & Equipment Inspections (Sum of A thru J)	Fire Extinguishers	Cost of Fire Extinguisher Inspection	TOTAL COST
			Fire Panel	Boosters/ NAC	Pull Stations	Photo Detectors	Heat Detectors	Notification Devices	Water Flow	Supervisory Switches	Emergency Lights	Exit Lights	Combo Emergency/Exit Light				Inspections & Extinguishers
Los Ninos Sunnyside	Frame/Steel	2560	ESL 1500	2	4	11	3	8	0	0	0	3	1		7		
5445 S. Alvernon Way - Tucson, AZ 85706																	
Marana	Frame/Steel	2560	ESL 1500	1	3	10	3	8	0	0	0	3	0		5		
13660 N. McDuff Rd. - Marana, AZ 85653																	
Mission Manor	Frame/Steel	5660	Firelite Miniscan 424A	2	6	12	7	11	0	0	0	6	0		7		
6009 S. Santa Clara - Tucson, AZ 85706																	
Morning Star	Frame/Steel	2560	ESL 1500	1	3	11	2	7	0	0	0	3	0		6		
1201 E. 25th St. - Tucson, AZ 85713																	
Nogales	Masonry	9965	Firelite MS4	2	7	6	6	0	9	0	0	6	0		20		
125 E. Madison Ave. - Nogales, AZ 85621																	
Northwest (Simplex 4005)	Masonry	1258	Annual fire panel inspection is completed by the city or district.	1	2	0	0	1	0	0	0	2	0		2		
2160 N. 6th Ave. - Tucson, AZ 85705																	

Building Inspections on Fire Panel, Emergency Lights Extinguishers - Attachment "A"

Site Name & Address	Construction type	Sq. Ft.	A	B	C	D	E	F	G	H	I	J	K	Fire Panel & Equipment Inspections (Sum of A thru J)	Fire Extinguishers	Cost of Fire Extinguisher Inspection	TOTAL COST
			Fire Panel	Boosters/ NAC	Pull Stations	Photo Detectors	Heat Detectors	Notification Devices	Water Flow	Supervisory Switches	Emergency Lights	Exit Lights	Combo Emergen cy/Exit Light				Inspections & Extinguishers
Pima	Frame/Steel	2560	Firelite MS4424	1	4	12	0	10	0	0	0	3	1		6		
310 South 200 East St - Pima, AZ 85543																	
Prince	Frame/Steel	2560	Firelite MS4424	1	3	12	0	8	0	0	0	3	0		5		
90 E. King Rd. - Tucson, AZ 85705																	
Pueblo Del Sol	Frame/Steel	2560	Annual fire panel inspection is completed by the city or district.	0	0	0	0	0	0	0	0	2	1		6		
5142 Paso Las Palmas, Sierra Vista, AZ 85635																	
Rio Rico	Frame/Steel	2560	Annual fire panel inspection is completed by the city or district.	0	0	0	0	0	0	0	0	3	0		6		
1412 W. Frontage Rd. - Rio Rico, AZ 85648																	
Roberts	Frame/Steel	4800	EST I/064	2	5	15	1	11	0	0	0	6	0		6		
1945 S. Columbus Blvd - Tucson, AZ 85711																	
Santa Clara	Frame/Steel	2560	Firelite MS-4	1	3	11	2	7	0	0	0	3	0		5		
6970 S. Santa Clara Ave. - Tucson, AZ 85706																	

Building Inspections on Fire Panel, Emergency Lights Extinguishers - Attachment "A"

Site Name & Address	Construction type	Sq. Ft.	A	B	C	D	E	F	G	H	I	J	K	Fire Panel & Equipment Inspections (Sum of A thru J)	Fire Extinguishers	Cost of Fire Extinguisher Inspection	TOTAL COST
			Fire Panel	Boosters/ NAC	Pull Stations	Photo Detectors	Heat Detectors	Notification Devices	Water Flow	Supervisory Switches	Emergency Lights	Exit Lights	Combo Emergen cy/Exit Light				Inspections & Extinguishers
Santa Rosa (Simplex 4010)	Masonry		Annual fire panel inspection is completed by the city or district.	1	8	7	0	14	1	1	0	9	0		12		
1065 S. 10th Ave. - Tucson, AZ 85701																	
Sierra Bonita	Frame/Steel	3210	Firelite MSS-UD	1	3	14	2	7	0	0	0	2	1		6		
1415 Central Ave. - Saiford, AZ 85548																	
Southside	Frame/Steel	3300	EST Fireshield	1	5	8	2	6	0	0	0	4	0		4		
317 W. 23rd - Tucson, AZ 85713																	
Summit View	Frame/Steel	2800	Firelite MS4424	2	5	12	2	10	0	0	0	4	0		3		
10170 S. Epperson Lane - Tucson, AZ 85706																	
Sunnyside	Frame/Steel	9310	EST /064	1	9	7	3	17	1	1	0	12	0		10		
1105 E. Drexel - Tucson, AZ 85706																	
Walter Douglas	Frame/Steel	3150	GameWell IF602	1	6	6	1	7	0	0	0	5	0		5		
3232 N. Flowing Wells Rd. - Tucson, AZ 85705																	

Building Inspections on Fire Panel, Emergency Lights Extinguishers - Attachment "A"

Site Name & Address	Construction type	Sq. Ft.	A Fire Panel	B Boosters/ NAC	C Pull Stations	D Photo Detectors	E Heat Detectors	F Notification Devices	G Water Flow	H Supervisory Switches	I Emergency Lights	J Exit Lights	K Combo Emergen cy/Exit Light	Fire Panel & Equipment Inspections (Sum of A thru J)	Fire Extinguishers	Cost of Fire Extinguisher Inspection	TOTAL COST
																	Inspections & Extinguishers
Western 686 N. Western Ave. - Nogales, AZ 85621	Frame/Steel	4160	Firelite MSS-L	2	6	11	5	10	0	0	3	5	0		13		
Willcox 501 W. Stewart - Willcox AZ 85643	Frame/Steel	2560	ESL 1500	1	3	10	2	6	0	0	0	3	0		5		
Wright (2 Buildings, 2 Fire Panes) 2080 N. Columbus Blvd. - Tucson, AZ 85712	Frame/Steel	4960	ESL 1500	1	6	20	4	13	0	0	5	13	0		6		
			Firelite MSS	2	3	9	0	8	0	0	0	0	0		3		

Fire Equipment Inspections and Service
Incidental Charges

Vendor: _____

Date: _____

Instructions: Listed are labor and incidental charges that normally occur. Provide any other miscellaneous charges that normally occur that we maybe did not think to include in the table below. If you cannot provide an exact price, please provide a price range.

Item	Price
Labor Rate for all repairs	
Emergency labor rate (after hours)	
Trip charge	

RFP Submittal/Decline Form
Fire Equipment Inspections & Repairs 2026

Date: _____

Check one of the following:

- Submitting a proposal
- Declining a proposal – We would appreciate if you would please provide a brief explanation of why you are declining at this time. Thank you!

Agency Name:	Agency Contact:
Agency Address:	Agency Telephone:
	Agency Fax:
	Agency Email:

If submitting a proposal, please include the following completed documents:

- Vendor/Bidder Fact Sheet and Questionnaire
- Debarment Certification
- W-9 Form
- Attachment A
- Attachment B

Also include a copy of current:

- Certificate of Liability
- Workers Compensation Certificate
- Business License

To assist us in meeting our reporting guidelines, please return this form with the RFP submittal or if declining email to Kristi Rosing at krising@childparentcenters.org (or fax to 520-884-0605).

VENDOR/BIDDER FACT SHEET AND QUESTIONNAIRE

Please return to:
CHILD-PARENT CENTERS, INC.
Procurement Department
602 E. 22nd St.
Tucson, AZ 85713

DATE: _____

NAME OF COMPANY/DIVISION: _____

STREET ADDRESS: _____

MAILING ADDRESS: _____

TELEPHONE: _____ FAX: _____ OFFICE HOURS: _____

REPRESENTATIVE: _____ HOW LONG IN BUSINESS?: _____

REPRESENTATIVE EMAIL ADDRESS: _____

IDENTIFY YOUR BUSINESS OR SERVICES YOUR BUSINESS PROVIDES:

LEGAL STRUCTURE:

Sole Proprietorship: ___ Partnership: ___ Corporation: ___

*Vendors supplying services (contracting, etc.) shall supply the following:

Federal Employers Tax I.D. number (TIN): _____

Contractor license types/numbers held: _____

SELF-CERTIFICATION CATEGORIES – PLEASE CHECK APPROPRIATE CATEGORIES:

NOTE: DEFINITIONS –

“Control” is defined as exercising the power to make policy decisions.

“Operated” is defined as actively involved in the day-to-day management and not merely acting as officers or directors.

____ LARGE BUSINESS – A domestic concern which, including domestic and foreign divisions and affiliates, normally employees 500 or more persons, is independent or publicly owned or controlled and operated, and which may be a division of another domestic or foreign concern.

____ SMALL BUSINESS – The term “small business” shall mean a small business as defined pursuant to section 3 of the Small Business Act and in relevant regulations promulgated thereto. Generally, unless your firm is operating in an industry with a special size standard, it is considered small if (a) it has fewer than 500 employees for manufacturing industries, (b) has average annual receipts for three (3) preceding years of less than \$12 million for general construction (c) has average annual receipts for preceding fiscal years of less than \$2 million for service industry.

____ MINORITY OWNED BUSINESS – A concern that is at least fifty-one percent (51%) owned by one or more minority individuals; or, in the case of any publicly owned business, at least fifty-one percent (51%) of the stock of which is owned by one or more minority individuals, and whose management and daily business operations are controlled by one or more minority individuals. Please check the appropriate group(s) listed here and note percentage of ownership.

____ (F) = Female ___ (M) = Male ___ Black Americans ___ Hispanic Americans
____ Asian-Indian Americans ___ American Indians ___ American Eskimos and Aleuts ___ Other Designated Minority
____ Native Hawaiians

Please specify: _____

____ ARE YOU A U.S. CITIZEN?

____ WOMEN OWNED BUSINESS – a concern that is at least fifty-one percent (51%) owned by one or more women; or, in the case of any publicly owned business, at least fifty-one percent (51%) of the stock of which is owned by one or more women, and whose management and daily business operations are controlled by one or more women.

____ HANDICAPPED-OWNED BUSINESS – A concern that is at least fifty-one percent (51%) owned by one or more individuals who have a physical or mental impairment that substantially limits one or more major life activity. The individuals(s) must either have a record of such impairment or correctly regard him-herself(s) as having such an impairment or in the case of any publicly owned business, at least fifty-one percent (51%) of the stock of which is owned by one or more handicapped persons, and whose management and daily business operations are controlled by one or more such individuals.

* Mandatory

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS**

By signing and submitting this proposal, the applicant, defined as the primary participant in accordance with 45 CFR Part 76 certifies to the best of his or her knowledge and belief that it and its principals:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transaction by any Federal Department or agency;
- b. have not within a 3-year period preceding this proposal been convicted or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction: violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
- c. are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
- d. have not within a 3-year period preceding this application/proposal had one or more public transaction (Federal, State or local) terminated for cause or default.

The inability of a person to provide the certification required above will not necessarily result in denial of participation in this covered transaction. If necessary, the prospective participant shall submit an explanation of why it cannot provide the certification. The Department of Health and Human Services' (HHS) determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

The prospective primary participant agrees that by submitting this proposal, it will include the clause entitled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided below without modification in all lower tier covered transactions.

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY
AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS
(TO BE SUPPLIED TO LOWER TIER PARTICIPANTS)**

By signing and submitting this lower tier proposal, the prospective lower tier participant, as defined in 45 CFR, Part 76, certifies to the best of its knowledge and belief that it and its principals:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- b. where the prospective lower tier participant is unable to certify to any of the above, such prospective participant shall attach an explanation to this proposal.

The prospective lower tier participant further agrees by submitting this proposal that it will include this clause entitled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

**CERTIFICATION REGARDING LOBBYING FOR CONTRACTS, GRANTS, LOANS
AND COOPERATIVE AGREEMENTS**

The undersigned certifies to the best of his or her knowledge and belief, that:

- 1. No Federal appropriate funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement.
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of an agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- 3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty or not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby agree to the above certifications and assurances.

Signature of Certifying Official

Title

Applicant Organization

Date

04/21/26

Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification; check only one 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) ▶ _____ Note. 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) ▶ _____	4 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>
	5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 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.

Social security number									

or

Employer identification number									

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.

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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.

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

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.

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:
1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
 2. Certify that you are not subject to backup withholding, or
 3. 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
 4. 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.