



## Vendor Packet

Please complete all applicable sections on all pages and return using this secure link:

<https://www.dropbox.com/request/FokaplqcqgWP6a4bpiAf>

Please do NOT include or attach sensitive info via email e.g. bank account info, social security/tax ID number. Please use the provided secure link to upload it instead.

## Vendor Contact Information

Name \_\_\_\_\_ Tax ID \_\_\_\_\_

(as it appears on your W9)

Contact Person \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

## W9

An IRS Form W9 is required and must be **signed** and **dated in the current year** in order to be valid. Please upload it securely through this link:

<https://www.dropbox.com/request/FokaplqcqgWP6a4bpiAf>

You can download a blank W9 here if needed:

<https://www.irs.gov/pub/irs-pdf/fw9.pdf>



*Note: All payments are made on Thursdays. Events that play on Monday or after will not pay out until the following Thursday. You may receive a phone call to verify account information.*

## ACH Info

*Please attach a bank account verification letter from your financial institution or a voided blank check. All documents must be filled out in their entirety to receive payment.*

Name of Bank \_\_\_\_\_

Bank Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

Bank Routing Number \_\_\_\_\_

Bank Account Number \_\_\_\_\_

## Account Holder Info

Account Holder Name \_\_\_\_\_

Account Holder Address \_\_\_\_\_

City, State, ZIP \_\_\_\_\_

*Disclaimer: Holidays and the failure to submit proper forms will cause delays on payments. If immediate funds are desired, it is recommended that you use your own credit card processor. Ask your sales rep about options*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For office use only

Verified By: \_\_\_\_\_ Verified With: \_\_\_\_\_ Date: \_\_\_\_\_