



**STATE OF NEVADA
CONTROLLER'S OFFICE**

1 STATE OF NEVADA WAY
LAS VEGAS, NV 89119
Phone: 702/486-3895
Email: vendordesk@sco.nv.gov

Foreign Vendor Registration

Instructions for Completion by the Vendor Representative	
1. This form is to be submitted in addition to, but not in lieu of, the appropriation IRS W-8 form.	5. Processing time is 5 - 10 business days.
2. The Vendor Representative must PRINT or TYPE the information except for signature.	6. Vendor is responsible for reporting changes to VDS.
3. This form is for payees of the State of Nevada only.	7. Asterisk (*) indicates required information.
4. Only Non-USA vendors may submit this form.	8. Foreign entities attach a W-8BEN-E.
	9. Foreign individuals attach a W-8BEN.
	10. Questions: vendordesk@sco.nv.gov

Vendor General Information				
<p>* Name of Individual or Organization</p> <p>* Business Name <i>Provide if different from above.</i></p> <p>* Address</p> <p>* City, Country, Zip</p> <p>*Email Address</p> <p>* Phone/Fax Numbers</p> <p>Primary Contact</p> <p>* United States Taxpayer Identification Number</p>	Max. 30 characters			
	Max. 30 characters			
	Max. 30 characters			
	City & State			
	Region	Country	Postal Code	
	Phone Number			Fax Number
	Max. 30 characters			
	EIN/SSN		<input type="checkbox"/> Employer Identification Number <input type="checkbox"/> Social Security Number <input type="checkbox"/> Do not have a US Tax ID	

IRS W-8 Form
<p>An original IRS W-8 form must be submitted along with this Vendor Registration form before a foreign individual or company becomes a vendor for the State of Nevada. Please indicate which IRS W-8 form is attached. (<i>Current W-8 forms can be found at www.irs.gov.</i>)</p> <p><input type="checkbox"/> <u>W-8BEN or W-8BEN-E</u> – Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding</p> <p><input type="checkbox"/> <u>W-8ECI</u> – Certificate of Foreign Person’s Claim for Exemption from Withholding on Income Effectively Connected with the Conduct of a Trade or Business in the United States</p> <p><input type="checkbox"/> <u>W-8EXP</u> – Certificate of Foreign Government or Other Foreign Organization for United States Tax Withholding</p> <p><input type="checkbox"/> <u>W-8IMY</u> – Certificate of Foreign Intermediary, Foreign Flow-Through Entity, or Certain US Branches for United States Tax Withholding</p>

* _____	_____	_____
Signature	Print Name & Title of Person Completing Form	Date

For Controller’s Office Use Only	
Primary Vendor <input type="checkbox"/>	Comments
Entered By _____	Date _____