



VENDOR SET UP

Vendor Number: _____

Vendor Name: _____

Vendor Address (1): _____

City: _____ State: _____ Zip: _____

Telephone: _____ **Fax:** _____

Vendor Address (2): _____

City: _____ State: _____ Zip: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Contact(s):

Contact Name

Email Address:

Mobile Number:

Contact Name	Email Address:	Mobile Number:

Scope(s) of Work: _____

Counties/Cities: _____

Certified Minority Owned Business (y/n): _____ Classification: _____

Submitted By: _____

Date: _____

Please Note: This form must be completed and sent via e-mail or fax to the attention of Angelica Reyes before a vendor can be set up in the system. My fax number is (813) 349-8603 and email address is: areyes@abiinc.com.

A vendor will not be processed unless it has been assigned a vendor number.

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.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <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) ▶	
	<input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.)		Requester's name and address (optional)
City, state, and ZIP code		
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 the "Name" line to avoid backup withholding. For individuals, this is 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									

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Employer identification number									

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).

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 4.

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

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

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.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

ABI's Insurance Requirements Jan-03

Coverage	Minimum	Best
General Liability		
Each Occurrence	1,000,000	1,000,000
Fire Damage (any one fire)	50,000	50,000
Med Exp (any one person)	5,000	5,000
Personal & ADV Injury	1,000,000	1,000,000
General Aggregate ("Per Project" - Must be marked)	2,000,000	2,000,000
Products - Comp/Op Aggregate	1,000,000	2,000,000
Automobile Insurance		
Combined Single Limit ("Any Auto" - Must be marked)	500,000	1,000,000
Excess Liability		
Each Occurrence	1,000,000	1,000,000
Aggregate	1,000,000	1,000,000
Workers' Compensation		
WC Statutory Limits	X	X
EL Each Accident	100,000	500,000
EL Disease - Each Employee	100,000	500,000
EL Disease - Policy Limit	500,000	1,000,000

*****REQUIRED VERBIAGE*****

GENERAL LIABILITY

Certificate Holder is added as an additional insured on a primary, non-contributory basis as respects General Liability.

AUTO LIABILITY

Certificate Holder is added as an additional insured. Any Auto Policy Required

WORKERS' COMPENSATION

Workers' Compensation policy includes a Waiver of Subrogation in favor of the Certificate holder.

CERTIFICATE HOLDER & ADDITIONAL INSURED- MUST READ

ABI Companies, Inc.
Its Successors and/or assigns
4301 Anchor Plaza Pkwy. Suite 400
Tampa, FL 33634

What verbiage is required on the certificate you submit to ABI??? See Below!					
If you are a	General Liability	Primary Non-Contrib, Verbiage	Auto	Excess or Umbrella	Workers' Comp.
<u>Subcontractor or Vendor</u> who will have employees on the project site.	YES	YES	YES	YES	YES
<u>Supplier who will deliver materials</u> to the project site.	YES	No	YES	No	YES
<u>Supplier who will ship materials</u> to the project site by freight or 3rd party delivery company.	No	No	No	No	No

****All Insurance Companies Must Be Listed with "AM BEST" To Be Accepted****

IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.