

## **Northwestern University Supplier Registration Request for Form W-8: Certificate of Status**

**The University is required to establish the tax status of entities with which it conducts transactions.**

Please review the following links and complete and sign the Form W-8 appropriate to your organization. Instructions and forms may be found at the following links. Only one form should be completed. The completed and signed form should be returned to your NU contact to continue the supplier registration process. Questions about which form to use should be directed to the US Internal Revenue Service or your tax advisor. Thank you for your cooperation.

### **Instructions:**

**1. Select the Form W-8 appropriate to your organization (only one form should be completed)**

**2. Complete and sign the Form W-8**

**3. Return signed form to your NU contact to continue the supplier registration process**  
**W-8 Forms (select one):**

- **W-8BEN-E** Certificate of Entities Status of Beneficial Owner for United States Tax Withholding and Reporting (Entities): form at <https://www.irs.gov/pub/irs-pdf/fw8bene.pdf> and instructions at <https://www.irs.gov/pub/irs-pdf/iw8bene.pdf>
- **W-8ECI** Certificate of Foreign Person's Claim That Income Is Effectively Connected With the Conduct of a Trade or Business in the United States: form at <https://www.irs.gov/pub/irs-pdf/fw8eci.pdf> and instructions at <https://www.irs.gov/pub/irs-pdf/iw8eci.pdf>
- **W-8EXP** Certificate of Foreign Government of Other Foreign Organization for United States Tax Withholding and Reporting: form at <https://www.irs.gov/pub/irs-pdf/fw8exp.pdf> and instructions at <https://www.irs.gov/pub/irs-pdf/iw8exp.pdf>
- **W-8IMY** Certificate of Foreign Intermediary, Foreign Flow-Through Entity, or Certain US Branches for United States Tax Withholding and Reporting: form at <https://www.irs.gov/pub/irs-pdf/fw8imy.pdf> and instructions at <https://www.irs.gov/pub/irs-pdf/iw8imy.pdf>
- **W-8BEN** Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding and Reporting (Individuals): form at <https://www.irs.gov/pub/irs-pdf/fw8ben.pdf> and instructions at <https://www.irs.gov/pub/irs-pdf/iw8ben.pdf>

### ***Questions on the forms?***

**Please consult your tax advisor or the Internal Revenue Service: <https://www.irs.gov/help>**