Updated Vendor Maintenance with W-9 Forms

The Vendor Maintenance with W-9 form has been updated, with two separate forms for purchasing and non-purchasing vendors. The forms contain account group descriptions and instructions, including the requirement to scan and email the W-9 to OSP if the agency has a hard copy.

If you have any questions, contact Jenni Overstreet at <u>Jennifer.Overstreet@dfa.arkansas.gov</u> or 501-371-6063.

Vendor Maintenance with W-9 – Non-Purchasing

Vendor Maintenance with W-9 – Purchasing

Please remember that these forms are to be completed by the agency and not by the vendor.