

700 N. Berry Road, Norman, OK 73069 Phone 405-329-0933 Fax 405-329-2542

"Affordable Housing...with Vision"

LANDLORD CHANGE

<u>A copy of the deed or management agreement must be attached in order for this landlord change to be completed.</u> If this is an address change only, just this form is required.

LANDLORD CHANGE EFFECTIVE DATE _____ (MUST BE FIRST OF THE MONTH)

Due to IRS Reporting Regulations, we must have your Tax Payer's Identification Number upon signing a contract with a Section 8 Participant.

The following information is required in order to complete Form 1099 at the end of the tax year. We need the address of where you want the checks to be mailed. If a manager or company receives the checks, NHA will need their Tax I.D. Number or Social Security for the 1099.

| OWNER ADDRESS: | | |
|----------------|------|--|
| OWNER TIN/SS#: | | |
| Phone: | Fax: | |
| Email Address: | | |
| AGENT NAME: | | |
| AGENT ADDRESS: | | |
| AGENT TIN/SS#: | | |

OWNER NAME:

| Phone: | Fax: |
|--|---------|
| Email Address: | |
| Who receives the check and 1099? Owner | r Agent |

It is very important that the above requested information is filled out accurately. If it is not, it could result in the checks and/or 1099 information being incorrect.

The Tenant(s) Name: _____



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| Departme | N-9 ober 2018) nt of the Treasury evenue Service | Request for Identification Number ► Go to www.irs.gov/FormW9 for inst | er and Certifi | | reque | Form to the ester. Do not to the IRS. | |
|---|---|---|---|--|--|--|--|
| 1 | Name (as shown | on your income tax return). Name is required on this line; do | o not leave this line blank. | | | | |
| 2 | Business name/ | disregarded entity name, if different from above | | | | | |
| s on page 3. | following seven | e proprietor or C Corporation S Corporation | n Partnership Trust/estate | | | mptions (codes apply only to entities, not individuals; see tions on page 3): t payee code (if any) | |
| Print or type. Specific Instructions on page | Note: Check LLC if the LLC another LLC | ty company. Enter the tax classification (C=C corporation, S: the appropriate box in the line above for the tax classificatio C is classified as a single-member LLC that is disregarded fr that is not disregarded from the owner for U.S. federal tax pr of from the owner should check the appropriate box for the ta | ES corporation, P=Partnership) ▶ n of the single-member owner. Do not check om the owner unless the owner of the LLC is urposes. Otherwise, a single-member LLC that | | Exemption from FATCA reporting code (if any) | | |
| peci | Other (see ins | | | D | (Applies to accounts main | 0 | |
| See S | Address (numbe | r, street, and apt. or suite no.) See instructions. | | Requester's name a | ind address (optiona | u) | |
| ů 6 | City, state, and 2 | ZIP code | | | | | |
| 7 | List account num | nber(s) here (optional) | | | | | |
| Part | Тахра | yer Identification Number (TIN) | | | | | |
| resident entities, <i>TIN</i> , late Note: If | alien, sole prop it is your emplo r. the account is in | r individuals, this is generally your social security num rietor, or disregarded entity, see the instructions for l yer identification number (EIN). If you do not have a r n more than one name, see the instructions for line 1 quester for guidelines on whose number to enter. | Part I, later. For other number, see <i>How to ge</i> | ot a or | identification numl | per | |
| Part I | Certifi | cation | | | | | |
| 1. The n 2. I am r Servio | not subject to ba ce (IRS) that I an | ny, I certify that: n this form is my correct taxpayer identification numb ackup withholding because: (a) I am exempt from bac n subject to backup withholding as a result of a failur aackup withholding; and | kup withholding, or (b |) I have not been n | otified by the Inte | | |
| | (Th) (Th) | other U.S. person (defined below); and | | | | | |
| | | ntered on this form (if any) indicating that I am exemp | ot from FATCA reportir | ng is correct. | | | |
| you have acquisitie | e failed to report on or abandonm | s. You must cross out item 2 above if you have been no all interest and dividends on your tax return. For real est ent of secured property, cancellation of debt, contributi- vidends, you are not required to sign the certification, b | tate transactions, item 2 ons to an individual reti | 2 does not apply. Fo rement arrangement | r mortgage interest (IRA), and genera | t paid, lly, payments | |
| Sign Here | Signature of U.S. person | • | Date ► | | | | |
| Gene | eral Instr | ructions | • Form 1099-DIV (di funds) | vidends, including | those from stock | s or mutual | |
| Section references are to the Internal Revenue Code unless otherwise noted. | | Form 1099-MISC (various types of income, prizes, awards, or gross proceeds) | | | | | |
| elated t | o Form W-9 and | For the latest information about developments d its instructions, such as legislation enacted | Form 1099-B (stoo transactions by brok | | ales and certain c | other | |
| after they were published, go to www.irs.gov/FormW9. | | Form 1099-S (proceeds from real estate transactions) Form 1099-K (merchant card and third party network transactions) | | | | | |
| Purpose of Form An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information | | orm W-9 requester) who is required to file an | Form 1099-K (mer Form 1098 (home 1098-T (tuition) | | | 100-010-010000-00-0000-00-00000-00-00000 | |
| | | Form 1099-C (canceled debt) | | | | | |
| | | Form 1099-A (acquisition or abandonment of secured property) | | | | | |
| | | Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN. | | | | | |
| eturns include, but are not limited to, the following. • Form 1099-INT (interest earned or paid) | | | If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later. | | | | |

Form W-9 (Rev. 10-2018)