

January 2020

Dear Families,

Thank you for choosing a Diocese of Rochester Catholic School for your family for the 2020-2021 school year! Your commitment to Catholic education is what continues to keep our system of Catholic schools strong throughout the diocese.

In appreciation for the dedication of our current Catholic school families, and to welcome more new families to our community, we are pleased to continue the Family Ambassador Program. Additional information about the program can be found at [www.dorschools.org/ambassador](http://www.dorschools.org/ambassador). In continuing the Ambassador Program, we recognize the role our current families serve in promoting our outstanding Catholic schools and value that support.

Together, our 17 diocesan schools welcome students in a variety of high quality programs for students in Pre-Kindergarten through Grade 8. For more information about school locations and financial aid, please visit our website at [www.dorschools.org](http://www.dorschools.org) or contact the following schools directly:

**All Saints Academy, Corning**  
**Holy Cross School, Charlotte**  
**Holy Family School, Elmira**  
**Seton Catholic School, Brighton**  
**Siena Catholic Academy, Brighton**  
**St. Ambrose Academy, Rochester**  
**St. Agnes School, Avon**  
**St. Francis-St. Stephen School, Geneva**  
**St. Joseph School, Penfield**

**St. Kateri School, Irondequoit**  
**St. Lawrence School, Greece**  
**St. Louis School, Pittsford**  
**St. Mary's School, Canandaigua**  
**St. Mary Our Mother School, Horseheads**  
**St. Michael School, Penn Yan**  
**St. Pius Tenth School, Chili**  
**St. Rita School, Webster**

Our skilled, experienced, and New York State-certified faculty and principals are excited to offer students and families a transformative Catholic school education. Our schools remained blessed with the opportunity to serve you and your children.

I firmly believe that a Catholic education is a gift that lasts a lifetime and wish to recognize our families who sacrifice to prioritize this gift for their children. We are grateful for your continued faithfulness and dedication.

May God bless you and your families,

James Tauzel  
Interim Superintendent of Catholic Schools





**2020 / 2021 Tuition Rates for PreK – Grade 6**

**PRE-K TUITION RATES AND OPTIONS**

Program Options	Annual Cost	Payment (2 equal payments Aug & Jan)	Payment (10 equal months Sept - June)
5 Full Days	\$ 4,650.00	\$ 2,325.00	\$ 465.00
5 Half Days	\$ 3,400.00	\$ 1,700.00	\$ 340.00
4 Full Days	\$ 4,000.00	\$ 2,000.00	\$ 400.00
4 Half Days	\$ 2,800.00	\$ 1,400.00	\$ 280.00
3 Full Days	\$ 3,450.00	\$ 1,725.00	\$ 345.00
3 Half Days	\$ 2,650.00	\$ 1,325.00	\$ 265.00
2 Full Days	\$ 2,800.00	\$ 1,400.00	\$ 280.00
2 Half Days	\$ 2,250.00	\$ 1,125.00	\$ 225.00

**KINDERGARTEN – GRADE 6 TUITION RATES**

Enrolled Students	Active Parishioner*	Active Parishioner* - Paid in Full by July 1st	Active Parishioner* - Paid in Full by Aug 15th	Non-Parishioner*	Non-Parishioner* - Paid in Full by July 1st	Non-Parishioner* - Paid in Full by Aug 15th
1st Child	\$4,700.00	\$4,500.00	\$4,625.00	\$5,300.00	\$5,100.00	\$5,225.00
2nd Child	\$3,150.00	\$3,000.00	\$3,100.00	\$3,750.00	\$3,600.00	\$3,700.00
Each Add'l Child	\$1,750.00	\$1,650.00	\$1,725.00	\$2,150.00	\$2,050.00	\$2,125.00

**Note: There is no separate activity fee in 2020/2021. Anyone receiving financial aid will not qualify for the additional discount if paid in full by July 1<sup>st</sup> or August 15<sup>th</sup>.**

To qualify for the Parish Sponsored tuition rate, **new** families must be active members of a parish within the Diocese of Rochester, and provide a Family/Church Commitment Form signed by their current pastor. **\*Parishioner status must be verified before August 15th – No rate adjustments will be processed for parishioner vs. non-parishioner rate after that date.**

**Nonrefundable Registration fee – MUST BE RECEIVED WITH REGISTRATION**

\*If registered during Catholic School Week there is no registration fee

If paid on or before February 14<sup>th</sup>, 2020      \$ 25.00

If paid on or before March 31<sup>st</sup>, 2020      \$ 75.00

If paid after March 31<sup>st</sup>, 2020      \$150.00

- All tuition payments must be made directly to FACTS – No payments will be accepted at the school or parish offices.
- Whenever payment is past due there will be a \$35.00 late fee applied to your account.
- Payment options are as follows (no exceptions):
  1. Payment in full prior to August 15, 2020
  2. 50% paid by August 15, 2020 and remaining 50% paid by January 15, 2021
  3. 10 equal monthly payments starting in July 2020 and ending in April 2021



## Admission Policy for Holy Cross School

*All children are welcome. Those students entering Holy Cross School will receive consideration for acceptance based on the following criteria:*

- That parents agree that they are the primary educators in the faith formation of their children and that the role of the school is that of support to families in this very critical aspect of parenting. Since children closely follow the example of their parents, families are expected to be active participants in their respective faith communities by regular attendance at mass or church services and by sharing their time, talents, and treasures with these communities. Parents, rather than the school, will bear the greatest influence regarding attitudes toward Mass attendance. Sunday Mass is expected of all Catholic school families.
- That Holy Cross School can meet the academic, emotional, and social needs of the child.
- That those entering Preschool will be 3 years old by December 1<sup>st</sup> and potty trained.
- That those entering Kindergarten will be 5 years old by December 1<sup>st</sup> and take the Kindergarten Screening and/or other assessments as needed. The assessments will be administered by Holy Cross School personnel.
- That those students entering Holy Cross School from a public school have student records/report cards submitted in a timely fashion and sign a release of information sheet with the former school. If the student has an IEP and/or a 504 Accommodation Plan that the parent supply Holy Cross School a copy of such. Additional assessments may be given by Holy Cross personnel to determine proper placement.
- That the Parish Commitment Form be submitted if necessary to receive parishioner status and that the family supports their parish through the means designated on the Parish Commitment Form.
- That the family understands the tuition policies and school rules of Holy Cross School and agrees to abide by them.
- That the family understands that failure to meet their financial obligations will result in their child/children being dismissed from the school.
- That a students' disregard or violation of the school policies and rules may be cause for suspension or dismissal.

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4488 Lake Avenue, Rochester, NY 14612  
(585) 663-6533 / Fax: (585) 434-3972 / [hcrochester.org](http://hcrochester.org) / email: [hcdcs@dor.org](mailto:hcdcs@dor.org)



# Holy Cross School

Diocese of Rochester ---2020-2021---- Registration Information Form: **ALL FAMILIES MUST COMPLETE THIS FORM**

*- Non-Refundable Registration Fee due at time of registration:*

*(Check or Money Order payable to Holy Cross. Cash/Credit Cards are accepted at Parish Office)*

*Jan. 26<sup>th</sup> - Jan. 31<sup>st</sup> - No registration fee  
Feb. 3<sup>rd</sup> - Feb. 14<sup>th</sup> - \$25  
Feb 15<sup>th</sup> - March 31<sup>st</sup> - \$75  
April 1<sup>st</sup> and after - \$150*

*Thank you!*

Parent/Guardian Last Name: Dr. Mr. Mrs. Miss Ms. \_\_\_\_\_ First Name \_\_\_\_\_

Person Responsible for Tuition: \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime/Work Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email address \_\_\_\_\_ Public School District of Residence \_\_\_\_\_ Student Resides With: \_\_\_\_\_

I/We are registered members of \_\_\_\_\_ Parish/Church.

**NOTE: All NEW families who wish to receive the Catholic Parish sponsored rate must have their Pastor sign the attached Commitment Form**

Are you a Holy Cross School Alumni? Yes \_\_\_ No \_\_\_ Year graduated? \_\_\_\_\_

Student Last Name	Student First Name	M / F	Date of Birth	Present School/Grade	Does student have a current IEP / 504 Accommodation Plan Yes / No	Grade in Sept. 2020	Pre-K Program (Additional PK form must be completed)

**Pre-K Programs: You must complete this form and the purple Pre-K registration.**

**New York State Public Health Law requires that all students have satisfactory proof of immunizations. Documentation must be provided before the first day of school.**

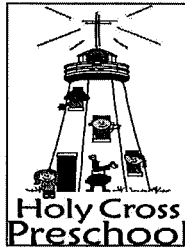
*(For office use only)*

Registration fee paid: Amount \$ \_\_\_\_\_ Check / Money Order # / Rec. # \_\_\_\_\_ Date \_\_\_\_\_ Student start date \_\_\_\_\_

Principals Signature: \_\_\_\_\_ / Business Manager: \_\_\_\_\_ Date: \_\_\_\_\_

**Please complete other side** -----▶

(yellow)



## Holy Cross School 2020-2021 Preschool Registration Form

Child's Last Name \_\_\_\_\_ First Name \_\_\_\_\_ D.O.B. \_\_\_\_\_ M or F

Parent/Guardian Name \_\_\_\_\_

Telephone # \_\_\_\_\_ E-mail \_\_\_\_\_

Please check the section of Preschool you are registering for, the days needed and fill in the times for Before/Aftercare if needed (ex. 2:00-4:30). Yellow school registration must also be completed. If requesting Extended Care you must complete the Extended Care application (enclosed)

Circle One: Pre-K 3 or Pre-K 4

\_\_\_\_\_ 5 days Half Day Full Day Time of Before/Aftercare Needed \_\_\_\_\_  
# hours \_\_\_\_\_

\_\_\_\_\_ 4 days Half Day Full Day Time of Before/Aftercare Needed \_\_\_\_\_  
#hours \_\_\_\_\_ Please circle the days attending: M T W R F

\_\_\_\_\_ 3 days Half Day Full Day Time of Before / Aftercare Needed \_\_\_\_\_ # hours \_\_\_\_\_  
Please circle the days needed: M T W R F

\_\_\_\_\_ 2 days Half Day Full Day Time of Before/Aftercare Needed \_\_\_\_\_ # hours \_\_\_\_\_  
Please circle the days needed: M T W R F

- Preschool Tuition Amount: \_\_\_\_\_
- Before and Aftercare will be billed separately.
- Please fill out the Before/Aftercare forms if extra care is needed.

(purple)

Church/Parish: \_\_\_\_\_

School Year: \_\_\_\_\_

## FAMILY/CHURCH COMMITMENT FORM

### CATHOLIC SCHOOLS FOR NEW FAMILIES ONLY

Catholic education recognizes parents as the primary educators of their children. When parents make the choice of a Catholic school, they enter into a partnership in the education and formation of their children. This partnership becomes most effective when the formal education that takes place in the school is reinforced and witnessed in the home. This is particularly true in regard to the faith formation of children, where it is reasonable to expect that the Gospel values espoused in the Catholic school are actively lived out in the home.

The **Family/Church Commitment Form** represents the formal expression of the intent of parents and parishes to join in active partnership in the formation of their children. Parents, as primary educators commit to:

1. Formal registration in a parish or church
2. Regular church attendance; and
3. Spiritual, personal and financial support of the parish or church.

Catholic parishes, in turn, commit to the spiritual support of member families in the education/formation of their children, as well as support of Catholic Schools. Non-Catholic churches are asked to make a moral commitment of support of the family's efforts to educate their children.

It is understood that the vast majority of parents with children in Catholic schools are already meeting and/or exceeding the above expectations. The completion of this form for these families serves as an affirmation of that commitment and participation in parish life.

Parent Name(s)(as registered in Parish/Church) \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Child(ren)'s Name(s)	School (as of next September)	Grade (as of next September)

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#### Family Commitment:

I/we understand that our role as primary educator calls us to be active in the life of our parish and school. This involves formal registration in the parish, regular attendance, and financial support to the extent that family circumstances allow.

Parent or Guardian \_\_\_\_\_ Date: \_\_\_\_\_

Signature(s) \_\_\_\_\_ Date: \_\_\_\_\_

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#### Church Commitment:

This family is recognized as members of our faith community, and will be supported in their desire for a Catholic school education.

Pastor or Delegate Signature \_\_\_\_\_ Date: \_\_\_\_\_

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# FINANCIAL AID PROCESS

1. Make sure that you have completed your registration and paid all applicable fees associated with registration. Any financial aid application submitted to FACTS in which a completed registration has not been submitted will not be processed until the registration has been completed and all applicable fees are paid.
2. Complete your financial aid application on FACTS by going to <https://www.factsmgt.com>. Please note that there is a \$30 application fee that you will have to pay in order to fill out an application for financial assistance on FACTS.
3. Once all financial aid documentation above has been obtained your financial aid application will be processed in accordance with the below financial aid table.

Income Level	Number of Children						
	1 Child	2 Children	3 Children	4 Children	5 Children	6 Children	7 Children
\$0 to \$15,000	50%	55%	60%	65%	70%	75%	80%
\$15,001 to \$30,000	40%	45%	50%	55%	60%	65%	70%
\$30,001 to \$45,000	30%	35%	40%	45%	50%	55%	60%
\$45,001 to \$60,000	20%	25%	30%	35%	40%	45%	50%
\$60,001 to \$75,000	10%	15%	20%	25%	30%	35%	40%
\$75,001 to \$100,000	5%	10%	15%	20%	25%	30%	35%
\$100,001 to \$125,000	0%	0%	5%	10%	15%	20%	25%
\$125,001 and over	0%	0%	0%	5%	10%	15%	20%

\*Percentage on table refers to the amount in which your tuition amount would be reduced.

4. Once your financial aid application has been finalized you will receive a letter in the mail or via e-mail with the determination amount of your financial aid.

**Questions:** Please direct any questions regarding the financial aid process or the amount of aid you received to Daniel Leitten either by phone at (585) 663-2244 or by e-mail at [Daniel.leitten@dor.org](mailto:Daniel.leitten@dor.org).

**Note:** Anyone that receives financial assistance cannot also get the early payment discount. Additionally, all financial aid documentation must be obtained by the Holy Cross business office prior to the start of the school year in order to be eligible for all potential aid. Lastly, all financial aid is subject to final approval by the Pastor in charge.



## 2020-2021 Billing and Collection Policies & Procedures for Holy Cross School

### Tuition Billing & Collection:

#### Facts Payment Plan Options:

1. Payment in Full (due July 1<sup>st</sup> or August 15) – in FACTS).
2. Semi-annual Payments (due August 15 and January 15)
3. Ten Monthly Payments (due the 1<sup>st</sup> or 15<sup>th</sup> of each month)

\*\*\*All FACTS start up fees are included in the registration fee.

\*\*\*Choose payment plan (either 1<sup>st</sup> or 15<sup>th</sup> of the month) to be billed via email or mailed paper invoice for the semi-annual or monthly payment plan.

\*\*\*The bill will be transmitted 15 days before payment due date.

\*\*\*Payments begin August 15, 2020

#### • FACTS Payment methods: (to set up your billing plan)

1. No payments will be accepted at Holy Cross for the 2020-2021 school year. All payments must be made to FACTS.
2. If you registered for the FACTS payment plan in the past, you will automatically be renewed into the same payment plan for the upcoming school year.
3. If you registered for the FACTS payment plan in the past but wish to change your payment method, you need to go to: [online.factsmgt.com](https://online.factsmgt.com). You will need to put in your username and password from last year.
4. If you are new to FACTS and have never registered for a payment plan, go to: <https://online.factsmgt.com/Tmg/public/AgreementSignup.aspx?t=3KCXL>. This link is also posted to our website for your convenience.
  - A. Monthly automatic bank debit (ACH)
  - B. Credit Card
  - C. Check or money order mailed directly to FACTS

\*\*FACTS will charge a \$35 fee to an account for a “missed” payment (e.g. the return of a check, direct debit or credit card declined).

### Delinquency

- Families **30 days past due** will be notified by FACTS and the Holy Cross Parish Finance Office as being delinquent.
- Report cards will not be distributed to students whose accounts are delinquent
- Families with an outstanding tuition and/or extended care balance **60 days past due** will be notified that the **student will not be allowed to attend classes** beginning the first of the following month.
- Holy Cross Parish will pursue every avenue to obtain tuition and extended care payment, including collection agencies and legal options. School records will not be released until the outstanding balance is paid in full, as well as any collection fees incurred.

### Parishioner Status

- New families are granted parishioner status by pastor authorization **ONLY**. This is only for **Kindergarten through Grade 6**. We must have a signed Parish Commitment Form on file no later than August 15<sup>th</sup>.
- It is the responsibility of the parent to resolve a discrepancy with the pastor.

### Refunds

- Registration fee is non-refundable
- If an account has a credit balance at the time of withdrawal, a refund check will be issued.

**NOTIFICATION OF FINANCIAL AID AWARDS WILL BE AVAILABLE IN JUNE.**





## Frequently Asked Questions

### What is the Family Ambassador Program?

The Family Ambassador Program is designed to increase enrollment at the 18 Diocese of Rochester Catholic Schools through the ambassadors of our treasured school communities – our families.

### How does the Family Ambassador Program work?

A current family refers a brand-new family to one of the 18 Diocese of Rochester Catholic Schools. To be eligible for the referral credit, the new family cannot be a former or currently registered family at one of the 18 Diocese of Rochester Catholic Schools. If the new family registers, *and remains enrolled*, the referring family receives a **\$500 tuition credit**. The credit is disbursed to the referring family's account over the remaining months of the school year.

The disbursement is contingent on the new family remaining at a Diocese of Rochester Catholic School and is funded by the parish school that welcomes the new family. In addition, the newly enrolled family will also receive a **\$500 tuition credit**, disbursed over the remaining months of the school year. *Please submit a W-9 with the completed referral form.*

### Which schools qualify as Diocese of Rochester Catholic Schools?

The following schools qualify:

*All Saints Academy, Corning*

*Holy Cross School, Charlotte*

*Holy Family Elementary School, Elmira*

*Seton Catholic School, Brighton*

*Siena Catholic Academy, Brighton*

*St. Agnes School, Avon*

*St. Francis-St. Stephen School, Geneva*

*St. John Neumann School, Rochester*

*St. Joseph School, Auburn*

*St. Joseph School, Penfield*

*St. Kateri School, Irondequoit*

*St. Lawrence School, Greece*

*St. Louis School, Pittsford*

*St. Mary's School, Canandaigua*

*St. Mary Our Mother School, Horseheads*

*St. Michael School, Penn Yan*

*St. Pius X School, Chill*

*St. Rita School, Webster*

### What are the restrictions?

Only one current family may receive the tuition credit for a newly registered family. The referral will be verified by the receiving school office and issued on a first-received basis. The Family Ambassador Program form must be submitted to the receiving school principal for authorization. The program applies to students in Pre-K 3-year-old through 8<sup>th</sup> grade. *The tuition credit will be pro-rated for Pre-K based on program selected by the new family.* The current family receives the tuition credit for a family, not each student. Additionally, the tuition credits cannot exceed a family's tuition balance. Please note that the tuition credit will cease if the new family withdraws before the entirety of the tuition credit is disbursed. Employees of the schools and parishes are not eligible for this program.

### How do I apply?

Complete the Family Ambassador Program form and return to the school principal.



## Referral Form

Date of Referral: \_\_\_\_\_

Referring Parent/Guardian Name: \_\_\_\_\_  
(Print Current Family Name)

\_\_\_\_\_  
(Signature)

Referred Family Name \_\_\_\_\_ who is registering  
(Print Referred Family Name)

at \_\_\_\_\_ in \_\_\_\_\_ grade.  
(School Name) (Grade - PreK-8)

\_\_\_\_\_  
(Signature of Principal)

\_\_\_\_\_  
(Date)

Referring Family:  
 W-9 Received

Newly Enrolled Family:  
 W-9 Received

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
requester. Do not  
send to the IRS.**

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p><b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p><b>2</b> Business name/disregarded entity name, if different from above</p>	
	<p><b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC    <input type="checkbox"/> C Corporation    <input type="checkbox"/> S Corporation    <input type="checkbox"/> Partnership    <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p><b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p><b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><i>(Applies to accounts maintained outside the U.S.)</i></p>
	<p><b>5</b> Address (number, street, and apt. or suite no.) See instructions.</p>	<p>Requester's name and address (optional)</p>
	<p><b>6</b> City, state, and ZIP code</p>	
	<p><b>7</b> List account number(s) here (optional)</p>	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 40%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-		-	
	-		-		
<b>or</b>					
<b>Employer identification number</b>					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 70%; border: 1px solid black; height: 20px;"></td> </tr> </table>		-			
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### 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); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**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 for Part II, later.

**Sign Here**

Signature of  
U.S. person ▶

Date ▶

## General Instructions

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

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### 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 returns include, but are not limited to, the following.

- Form 1099-INT (Interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- 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.

*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.*