



# Contractor Information Requisite

PUR-CIR Form

Requisition # \_\_\_\_\_

CONTRACTOR NAME: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

\_\_\_\_\_ Email: \_\_\_\_\_

Tax ID/SSN #: \_\_\_\_\_

**Attach form W-9**

1. Are you a US Citizen:      Yes      No\* or      N/A (If company and not an individual)

**\*If not a US citizen, complete W-8BEN. (Available on the Internet at: <http://www.irs.gov/pub/irs-pdf/fw8ben.pdf>) and attach to this form.**

2. Is any individual with ownership in the company a current UL Lafayette employee?      Yes      No

3. Have you or any individual with ownership in the company been an employee of UL Lafayette within the past two years?      Yes      No

4. Is the Contractor a current employee of a Louisiana state agency or university other than UL Lafayette?  
Yes      No

**\*If Yes:**

Agency or University: \_\_\_\_\_

Job Title: \_\_\_\_\_

5. Are you a current or retired member of Teachers Retirement System of Louisiana (TRSL)?

Yes      No      or      N/A (If company or LLC)

6. Are you or individuals with ownership in the company are a child, spouse, brother, spouse of brother, sister, spouse of sister, parent, spouse of parent, or parent of spouse of an UL Lafayette employee who will take part, or share responsibility for action of UL Lafayette through approval, disapproval, decision, recommendation, rendering advice, investigation or failure to act or perform a duty with respect to the proposed contract?      Yes      No

7. Do you or any of the individuals listed in # 6 have an ownership interest in the Company?

Yes      No

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
Date