

# Certificate of Foreign Status of Beneficial Owner for United States Tax Withholding

OMB No. 1545-1621

▶ Section references are to the Internal Revenue Code. ▶ See separate instructions.  
 ▶ Give this form to the withholding agent or payer. Do not send to the IRS.

**Do not use this form for:**

- A U.S. citizen or other U.S. person, including a resident alien individual . . . . . W-9
- A person claiming that income is effectively connected with the conduct of a trade or business in the United States . . . . . W-8ECI
- A foreign partnership, a foreign simple trust, or a foreign grantor trust (see instructions for exceptions) . . . . . W-8ECI or W-8IMY
- A foreign government, international organization, foreign central bank of issue, foreign tax-exempt organization, foreign private foundation, or government of a U.S. possession that received effectively connected income or that is claiming the applicability of section(s) 115(2), 501(c), 892, 895, or 1443(b) (see instructions) . . . . . W-8ECI or W-8EXP

**Instead, use Form:**

**Note:** These entities should use Form W-8BEN if they are claiming treaty benefits or are providing the form only to claim they are a foreign person exempt from backup withholding.

- A person acting as an intermediary . . . . . W-8IMY

**Note:** See instructions for additional exceptions.

**Part I Identification of Beneficial Owner** (See instructions.)

<b>1</b> Name of individual or organization that is the beneficial owner	<b>2</b> Country of incorporation or organization
<b>3</b> Type of beneficial owner: <input type="checkbox"/> Individual <input type="checkbox"/> Corporation <input type="checkbox"/> Disregarded entity <input type="checkbox"/> Partnership <input type="checkbox"/> Simple trust <input type="checkbox"/> Grantor trust <input type="checkbox"/> Complex trust <input type="checkbox"/> Estate <input type="checkbox"/> Government <input type="checkbox"/> International organization <input type="checkbox"/> Central bank of issue <input type="checkbox"/> Tax-exempt organization <input type="checkbox"/> Private foundation	
<b>4</b> Permanent residence address (street, apt. or suite no., or rural route). <b>Do not use a P.O. box or in-care-of address.</b>	
City or town, state or province. Include postal code where appropriate.	Country (do not abbreviate)
<b>5</b> Mailing address (if different from above)	
City or town, state or province. Include postal code where appropriate.	Country (do not abbreviate)
<b>6</b> U.S. taxpayer identification number, if required (see instructions)	<b>7</b> Foreign tax identifying number, if any (optional)
<input type="checkbox"/> SSN or ITIN <input type="checkbox"/> EIN	
<b>8</b> Reference number(s) (see instructions)	

**Part II Claim of Tax Treaty Benefits** (if applicable)

**9 I certify that (check all that apply):**

**a**  The beneficial owner is a resident of \_\_\_\_\_ within the meaning of the income tax treaty between the United States and that country.

**b**  If required, the U.S. taxpayer identification number is stated on line 6 (see instructions).

**c**  The beneficial owner is not an individual, derives the item (or items) of income for which the treaty benefits are claimed, and, if applicable, meets the requirements of the treaty provision dealing with limitation on benefits (see instructions).

**d**  The beneficial owner is not an individual, is claiming treaty benefits for dividends received from a foreign corporation or interest from a U.S. trade or business of a foreign corporation, and meets qualified resident status (see instructions).

**e**  The beneficial owner is related to the person obligated to pay the income within the meaning of section 267(b) or 707(b), and will file Form 8833 if the amount subject to withholding received during a calendar year exceeds, in the aggregate, \$500,000.

**10 Special rates and conditions** (if applicable—see instructions): The beneficial owner is claiming the provisions of Article \_\_\_\_\_ of the treaty identified on line 9a above to claim a \_\_\_\_\_ % rate of withholding on (specify type of income): \_\_\_\_\_  
 Explain the reasons the beneficial owner meets the terms of the treaty article: \_\_\_\_\_  
 \_\_\_\_\_

**Part III Notional Principal Contracts**

**11**  I have provided or will provide a statement that identifies those notional principal contracts from which the income is **not** effectively connected with the conduct of a trade or business in the United States. I agree to update this statement as required.

**Part IV Certification**

Under penalties of perjury, I declare that I have examined the information on this form and to the best of my knowledge and belief it is true, correct, and complete. I further certify under penalties of perjury that:

- 1** I am the beneficial owner (or am authorized to sign for the beneficial owner) of all the income to which this form relates,
- 2** The beneficial owner is not a U.S. person,
- 3** The income to which this form relates is (a) not effectively connected with the conduct of a trade or business in the United States, (b) effectively connected but is not subject to tax under an income tax treaty, or (c) the partner's share of a partnership's effectively connected income, **and**
- 4** For broker transactions or barter exchanges, the beneficial owner is an exempt foreign person as defined in the instructions.

Furthermore, I authorize this form to be provided to any withholding agent that has control, receipt, or custody of the income of which I am the beneficial owner or any withholding agent that can disburse or make payments of the income of which I am the beneficial owner.

**Sign Here** ▶

Signature of beneficial owner (or individual authorized to sign for beneficial owner)      Date (MM-DD-YYYY)      Capacity in which acting



## Instructions to Complete the W-8BEN Form:

**Important: Do NOT complete Form W-8BEN if you are a U.S. citizen or legal resident of the U.S. for tax purposes.**

Please return completed W-8BEN form to **Payroll Office, Box 355655**.

You can download the W-8BEN form:

<http://www.irs.gov/pub/irs-pdf/fw8ben.pdf>. This is a fill in PDF file, so you can type the information directly in the forms before printing them out.

Please keep in mind that the W-8BEN form **Must** be submitted every calendar year, and only valid from January to December of the year it is submitted.

Please reference the following information for completing the form:

### **Part I — Identification of Beneficial Owner**

Line 1 — Enter your LAST name, FIRST name.

Line 2 — Leave blank.

Line 3 — Check individual.

Line 4 — Enter your permanent residence address. Generally, this would be your address in your home country or in the country where you filled income taxes before entering the United States. This CANNOT be an address in the United States.

Line 5 — Enter your mailing address. This MUST be an address in the United States.

Line 6 — Enter your Social Security number (SSN) or individual taxpayer identification number (ITIN) and check the box for SSN or ITIN.

Line 7 — Leave blank.

Line 8 — Enter your employee ID number or student number . Please Contact your Payroll Coordinator if you do not know your employee ID number or visit Employee Self-Service.

<http://f2.washington.edu/fm/payroll/payroll/ESS>

## Part II — Claim of Tax Treaty Benefits (if applicable)

Line 9 — 9a. Check the box and enter your country of tax residence on the blank provided.

9b. Check the box if you have entered your social security or individual taxpayer identification number on line 6 above. (If you are claiming benefits under an income tax treaty, you must have a Social Security # or ITIN#)

9c. Leave Blank.

9d. Leave Blank.

9e. Leave Blank.

Lin 10 — **Must be completed.** Enter Article number. Indicated the tax treaty article under which the exemption from federal tax withholding is claimed (for example, an individual from Egypt who is claiming an exemption on stipend, should write Article 23(1). The income tax treaty Articles can be found at:

[http://f2.washington.edu/fm/globalsupport/sites/default/files/TaxTreatyMatrix09\\_21\\_09.pdf](http://f2.washington.edu/fm/globalsupport/sites/default/files/TaxTreatyMatrix09_21_09.pdf)

- **Must be completed.** The rate of withholding is 0% for all stipend payments.
- **Must be completed.** Enter type of income. Please write: “Non-service grants”.
- **Must be completed.** Enter explain the reason you meet the terms of the treaty article. Acceptable answers include: “full-time student at the University of Washington who was a permanent resident of (your country) before coming to the United States” or “researcher at the University of Washington who was a permanent resident of (your country) before coming to the United States”.

## Part III — Notional Principal Contracts

Lin 11 — Leave Blank.

## Part IV — Certification

- Sign and date the form where indicated.