



Dear Vendor:

In compliance with the Department of Housing and Urban Development (HUD) and Federal regulations, we request you answer the questions below, and return this page to the Housing Authority of Yamhill County, 135 NE Dunn Place, McMinnville, OR 97128.

- A Section 3 Contractor is one who hires low and very low income residents or provides subcontracting to businesses owned by low and very low income residents.
• Racial/Ethnic/Gender Codes are needed to track minority owned businesses. Please use the code that applies to the highest percentage of any one group that is no less than 51% of ownership.

Additionally, we are required to have a completed W-9 form for all vendors. If we do not have one on file we must withhold taxes at 31% on any money owed you. Please submit a completed and signed W-9 to the same address as above.

Your prompt response is greatly appreciated.

Thank you,

HAYC Accounting Department

Name (Business): _____

Taxpayer Identification or Social Security Number: _____

Phone Number: _____ E-mail: _____

Are you incorporated? Yes No

Are you a Section 3 contractor? Yes No

Racial/Ethnic/Gender Codes (choose one)

- 1 = White Americans Yes No
2 = Black Americans Yes No
3 = Native Americans Yes No
4 = Hispanic Americans Yes No
5 = Asian/Pacific American Yes No
6 = Hasidic Jews Yes No
7 = Women Owned Business Yes No