



DAWN ENTERPRISES, INC. • 9155 Sweet Valley Drive, Valley View, Ohio 44125
PH. (216) 447-1777 • FAX (216) 447-3416
Visit us on the Web: www.dawn-ent.com

Dawn Enterprises would like to welcome you as a new customer. We know that you will be extremely satisfied with our line of products and the service we provide to our customers.

In an effort to keep our records up to date we would like for you to take a moment of your time to fill out our customer contact form, tax exemption form and W-9.

Please Email your completed forms to DawnReceivables@dawn-ent.com you may also fax to 216-447-1063 or mail them back to us at the above address attention Accounts Receivable.

Thank you,

Accounting Department
Dawn Enterprises, Inc.
9155 Sweet Valley Dr.
Valley View, OH 44125
216-447-1777
Ext 251

The Difference is Quality and Service

01/27/2015 11:54 AM



Dawn Enterprises, Inc.

NEW CUSTOMER CONTACT FORM

9155 Sweet Valley Drive • Valley View, OH 44125
Phone: 216-447-1777 Fax: 216-447-1063

Corporation___ Partnership___ Proprietorship___

Legal Corporate Name _____ Expected Monthly Purchases \$ _____

Business Name _____ Date Business Established _____

Billing Address _____ City _____ State _____ Zip Code _____

Shipping Address _____ City _____ State _____ Zip Code _____

Telephone Number _____ Fax Number _____

Would you prefer invoices Mailed ___ Emailed ___ Email to: _____

FULL, NAME OWNERS/OFFICERS

TITLE

1.) _____

***How Did You Hear About Us?** _____

AUTHORIZED BUYERS

Name _____ Email Address _____

Name _____ Email Address _____

State Sales Tax Number _____ Federal Tax I.D. Number _____

***If this is a U.S. company and tax exempt, please include your Exemption/Resale Certificate. In the absence of an exemption certificate the law requires us to consider all sales to you subject to tax.*

CREDIT CARD INFORMATION

MASTERCARD _____ VISA _____ DISCOVER _____ AMEX _____

ACCOUNT # _____ EXPIRATION DATE: _____ 3 DIGIT SECURITY CODE # _____

NAME ON CARD _____

STATEMENT MAILING ADDRESS _____

BLANKET CERTIFICATE OF EXEMPTION

The undersigned hereby claims exemption to purchases of tangible personal property and selected services made from

NAME OF VENDOR

and certifies that this claim is based upon the purchaser's proposed use of the items purchased, the activity of the purchaser, or both, as shown hereon:

(Purchaser must state a valid statutory reason for claiming exemption or exception)

(PURCHASER'S NAME)

(BY - SIGNATURE AND TITLE)

(PURCHASER'S ADDRESS)

(DATE SIGNED)

CITY

STATE

ZIP CODE

(VENDOR'S LICENSE, IF ANY)

Vendor's of motor vehicles, titled watercraft and outboard motors may use this certificate to purchase these items under the "resale" exception. Otherwise, purchasers must comply with rule 5703-9-10 of the Administrative Code.

This certificate cannot be used by construction contractors to purchase material for incorporation into real property under an exempt construction contract. Construction contractors must comply with rule 5703-9-14 of the Administrative Code.

STATUTORY REASON FOR EXEMPTIONS OR EXCEPTIONS

For resale in the form in which received.

A sale of packages or of materials and parts thereof, or of machinery, equipment, and materials for use in packaging personal property produced for sale or sold at retail to a person engaged in Manufacturing, Assembling, Processing, or Mining.

A sale of packages or of materials and parts thereof, or of machinery, equipment, and materials for use in packaging personal property produced for sale or sold at retail to a person engaged in Farming, Agriculture, Horticulture, or Floriculture.

A sale of packages or of materials and parts thereof, or of machinery, equipment, and materials for use in packaging personal property produced for sale or sold at retail to a person engaged in making retail sales.

For use or consumption as a material or part for incorporation into personal property to be produced for sale by Manufacturing, Assembling, Processing, or Refining.

For use or consumption primarily in a manufacturing operation to produce tangible personal property for sale.

For use or consumption directly in rendition of a public utility service.

For use or consumption directly in the production of personal property for sale by Farming, Agriculture, Horticulture, or Floriculture.

For use or consumption as a material or part for incorporation into magazines distributed as controlled circulation publications.

For use or consumption in the production and preparation in suitable condition for market and sale of printed, imprinted, overprinted, lithographic, multilithic, blueprinted, photostatic, or other productions or reproductions of written or graphic matter.

A sale to a church.

A sale to a nonprofit organization operated exclusively for charitable purposes in this state.

A sale to the FEDERAL or STATE government or any of its political subdivisions.

OTHER: Please be specific about any other statutory reason for exemption that is not listed.

Request for Taxpayer Identification Number and Certification

Give this form to
the requester. Do
NOT send to IRS.

Please print or type

Name (If joint names, list first and circle the name of the person or entity whose number you enter in Part I below. See instructions on page 2 if your name has changed.)

Business name (Sole proprietors see instructions on page 2.) (If you are exempt from backup withholding, complete this form and enter "EXEMPT" in Part II below.)

Address (number and street)

List account number(s) here (optional)

City, state, and ZIP code

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). For sole proprietors, see the instructions on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see **How To Obtain a TIN** below.

Social security number								

OR

Employer identification number								

Note: If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.

Part II For Payees Exempt From Backup Withholding (See Exempt Payees and Payments on page 2)

Requester's name and address (optional)

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 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.

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 of underreporting interest or dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, the acquisition or abandonment of secured property, 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. (Also see **Signing the Certification** on page 2.)

Sign Here

Signature ►

Date ►

Section references are to the Internal Revenue Code.

Purpose of Form.—A person who is required to file an information return with the IRS must obtain your correct TIN to report income paid to you, real estate transactions, mortgage interest you paid, the acquisition or abandonment of secured property, or contributions you made to an IRA. Use Form W-9 to furnish your correct TIN to the requester (the person asking you to furnish your TIN) and, when applicable, (1) to certify that the TIN you are furnishing is correct (or that you are waiting for a number to be issued), (2) to certify that you are not subject to backup withholding, and (3) to claim exemption from backup withholding if you are an exempt payee. Furnishing your correct TIN and making the appropriate certifications will prevent certain payments from being subject to backup withholding.

Note: If a requester gives you a form other than a W-9 to request your TIN, you must use the requester's form.

How To Obtain a TIN.—If you do not have a TIN, apply for one immediately. To apply, get **Form SS-5**, Application for a Social Security Card (for individuals), from your local office of the Social Security Administration, or **Form SS-4**, Application for Employer Identification Number (for businesses and all other entities), from your local IRS office.

To complete Form W-9 if you do not have a TIN, write "Applied for" in the space for the TIN in Part I, sign and date the form, and give it to the requester. Generally, you will then have

60 days to obtain a TIN and furnish it to the requester. If the requester does not receive your TIN within 60 days, backup withholding, if applicable, will begin and continue until you furnish your TIN to the requester. For reportable interest or dividend payments, the payer must exercise one of the following options concerning backup withholding during this 60-day period. Under option (1), a payer must backup withhold on any withdrawals you make from your account after 7 business days after the requester receives this form back from you. Under option (2), the payer must backup withhold on any reportable interest or dividend payments made to your account, regardless of whether you make any withdrawals. The backup withholding under option (2) must begin no later than 7 business days after the requester receives this form back. Under option (2), the payer is required to refund the amounts withheld if your certified TIN is received within the 60-day period and you were not subject to backup withholding during that period.

Note: Writing "Applied for" on the form means that you have already applied for a TIN OR that you intend to apply for one in the near future.

As soon as you receive your TIN, complete another Form W-9, include your TIN, sign and date the form, and give it to the requester.

What Is Backup Withholding?—Persons making certain payments to you after 1992 are required to withhold and pay to the IRS 31% of such payments under certain conditions. This is called "backup withholding." Payments that could be subject to backup withholding include interest,

dividends, broker and barter exchange transactions, rents, royalties, nonemployee compensation, and certain payments from fishing boat operators, but do not include real estate transactions.

If you give the requester your correct TIN, make the appropriate certifications, and report all your taxable interest and dividends on your tax return, your payments will not be subject to backup withholding. Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester, or
2. The IRS notifies the requester that you furnished an incorrect TIN, or
3. You are notified by the IRS that you are subject to backup withholding because you failed to report all your interest and dividends on your tax return (for reportable interest and dividends only), or
4. You do not certify to the requester that you are not subject to backup withholding under 3 above (for reportable interest and dividend accounts opened after 1983 only), or
5. You do not certify your TIN. This applies only to reportable interest, dividend, broker, or barter exchange accounts opened after 1983, or broker accounts considered inactive in 1983.

Except as explained in 5 above, other reportable payments are subject to backup withholding only if 1 or 2 above applies. Certain payees and payments are exempt from backup withholding and information reporting. See **Payees and Payments Exempt From**