



GIPC will make online purchases for amounts equal to or greater than \$200.

*IRS Form W-9 required for first-time payees meeting the following criteria: a) payment is for services or other IRS Form-1099 income and b) total payments may approach or exceed \$600 for the calendar year.*

Date: \_\_\_\_\_

Website/URL: \_\_\_\_\_

Item(s) being purchased: \_\_\_\_\_

Check out add-ons: \_\_\_\_\_

Shipping instructions: \_\_\_\_\_

Recipient: \_\_\_\_\_

Address: \_\_\_\_\_

City, State Zip: \_\_\_\_\_

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

**GIPC Executive Director:**

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Signature \_\_\_\_\_

Date \_\_\_\_\_

Elizabeth L. White  
Printed Name