

Lamar County Board of Commissioners		COG use only	
<p style="text-align: center;"> <i>Accounting / Purchasing</i> <i>408 Thomaston Street</i> <i>Barnesville, GA 30204</i> <i>Email: stownsend@lamarcountyga.com</i> </p>			
(please type responses)		<i>Vendor Registration</i>	
Name of Business:*		Date:	
Complete Street Address:*		Phone:*	
County/State/Zip:*		Alt#:	
Complete Mailing Address (if different):		Fax:	
City/State/Zip:		Current Vendor (Y/N)*	
E-mail:*		E-Verify ID #:*	
Corporate Website:			
Accounting contact (name):*		Phone:*	
NIGP Commodity Codes (max of 3):*			
<i>These NIGP codes will be used for bid</i>			
<i>notifications, governmental reporting and</i>			
<i>departmental sourcing and inquiries.</i>			
Federal Tax-ID*	-or-	Social Security No.*	Business License**
			County/ST of license
(digits only)		(digits only)	
Summary of Products/Services Offered:*			
Previous Client References(min 3):*			
Applicant Signature: <i>E-Verify affidavits will be recognized as the authorized signature; please note 'signature on file' in field</i>		Printed Name of Applicant: *	
* Required information		<i>If completed with Bid submittal:</i>	
** Applications should include copy of business license		Bid #	

LAMAR COUNTY, GA - E-VERIFY FAQ

There has been some confusion regarding E-Verify, what it is, who needs to have a number and how they obtain the number. As designed, E-Verify is an Internet-based system operated by the Department of Homeland Security (DHS) in partnership with the Social Security Administration (SSA) that allows employers to electronically verify the employment eligibility of newly hired employees. E-Verify is currently the best means available for employers to electronically verify the employment eligibility of their newly hired employees. E-Verify virtually eliminates Social Security mismatch letters, improves the accuracy of wage and tax reporting, protects jobs for authorized U.S. workers, and helps U.S. employers maintain a legal workforce. While E-Verify is voluntary on the federal level, the State of Georgia is among a growing number of states that require public employers to enroll in E-Verify as a condition of receiving or renewing a business license, or being awarded a public contract. Government agencies need to adhere to even stricter guidelines, since any Purchase Order or purchase agreement is a "public contract". What this means is that anyone that provides any type of service or even the possibility of providing a service (such as warranty work) needs to enroll in the E-Verify program and submit their number. The signature affidavits may reference 'contractor', but it actually includes any business, non-profit organization or government agency, whether it's a small family-owned pizza shop or a multi-national corporation.

Some of the most frequently asked questions regarding E-Verify are:

Q Why should I consider participating in E-Verify?

By Executive Order, the State of Georgia has mandated that government entities comply with the E-Verify and S.A.V.E. programs by obtaining affidavits from those with whom they do business. While the process may be inconvenient for the parties involved, it is the law.

Q How do I register for participation in E-Verify?

You can register for E-Verify at <https://e-verifymscis.gov/enrolV>, which provides instructions for completing the registration process. At the end of the registration process, you will be required to sign a Memorandum of Understanding (MOU) that provides the terms of agreement between you the employer, the SSA, and USCIS. An employee who has signatory authority for the employer can sign the MOU.

Q After an employer registers, how does the program work?

Using an automated system, the program involves verification checks of SSA and DHS databases. The E-Verify MOU, User Manual and Tutorial contain instructions and other related materials on E-Verify procedures and requirements. Once the user has completed the tutorial, a user-ID will be sent to them and he or she may begin using the system to verify the employment eligibility of all newly hired employees.

Q : Am I required to participate?

State of Georgia ruling: Yes. (*E-Verify is voluntary for most employers, but mandatory by Executive Order in certain states Colorado, Georgia, Idaho, Minnesota, Missouri, Nebraska, North Carolina, Oklahoma, Rhode Island, and Utah*).

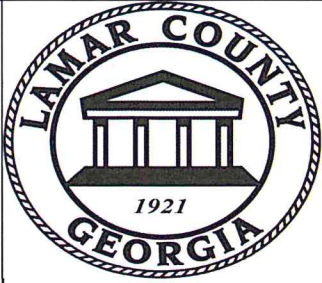
Federal ruling: No. E-Verify is voluntary for all employers with very limited exceptions. (Some Federal government employers and violators of certain immigration laws may be ordered to participate).

Q : How can I get help with enrolling if I have a question?

The Department of Homeland Security does offer assistance in enrolling, either by their Customer Support line at 1-888-464-4218 or email at E-Verify@dhs.gov.

Additional information can be found at the USCIS website by using the link,

<http://www.uscis.gov/portalsite/uscis/menuitemn.ebld4c2a3e5b9ac89243c6a7543f6d1a/?vgnextoid=75bce2e261405110VgnVCM1000004718190aRCRD8wgnnextchannel=75bce2e261405110VgnVCM1000004718190aRCRD>



STATE OF GEORGIA
Lamar County, GA

PRIVATE EMPLOYER EXEMPTIONS AFFIDAVIT PURUSANT

COMES NOW before me, the undersigned officer duly authorized to administer oaths, the undersigned contractor, who, after being duly sworn, states as follows:

By executing this affidavit, the undersigned private employer verifies that it is exempt from compliance with O.C.G.A. § 36-60-6, stating affirmatively that the individual, firm, or corporation employs ten or less and therefore, is not required to register with and /or utilize the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A Section 13-10-90.

Signature of Exempt Private Employer

Printed Name of Exempted Private Employer

FUTHER AFFIANT SAYETH NOT.

BY: Authority Officer or Agent

Date

Company / Contractor Name

Title of Authorized or Agent of Contractor

Printed Name of Authority Officer or Agent

NOTARIZATION REQUIRED:

Sworn to subscriber before me

This _____ day of _____, 20____

Notary Public

My Commission expires: _____

* Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603. As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV /Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).



STATE OF GEORGIA
Lamar County, GA

VENDOR/CONTRACTOR AFFIDAVIT AND AGREEMENT

COMES NOW before me, the undersigned officer duly authorized to administer oaths, the undersigned contractor, who, after being duly sworn, states as follows:

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02, stating affirmatively that the individual, firm, or corporation which is contracting with the County has registered with and is participating in a federal work authorization program* in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02.

The undersigned contractor further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to the contract with the County of Lamar, Georgia, of which this affidavit is a part, the undersigned contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02 through the subcontractor's execution of the subcontractor affidavit required by Georgia Department of Labor Rule 300-10-1-.08 or a substantially similar subcontractor affidavit. The undersigned contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the County at the time the subcontractor(s) is retained to perform such service.

EEV / E-Verify

FUTHER AFFIANT SAYETH NOT.

BY: Authority Officer or Agent

Date

Company / Contractor Name

Title of Authorized or Agent of Contractor

Printed Name of Authority Officer or Agent

NOTARIZATION REQUIRED:

Sworn to subscriber before me

This _____ day of _____, 20____

Notary Public

My Commission expires: _____

* Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603. As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV /Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).



STATE OF GEORGIA
Lamar County, GA

SUBCONTRACTOR AFFIDAVIT AND AGREEMENT

COMES NOW before me, the undersigned officer duly authorized to administer oaths, the undersigned contractor, who, after being duly sworn, states as follows:

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02, stating affirmatively that the individual, firm, or corporation which is engaged in the performance of services under a contract between (name of contractor) and the County has registered with and is participating in a federal work authorization program* in accordance with the applicability provisions and deadlines established in O.C.G.A. § 13-10-91 and Georgia Department of Labor Rule 300-10-1-.02.

EEV / E-Verify

FUTHER AFFIANT SAYETH NOT.

BY: Authority Officer or Agent

Date

Company / Contractor Name

Subcontractor Name

Title of Authorized or Agent of Contractor

Printed Name of Authority Officer or Agent

NOTARIZATION REQUIRED:

Sworn to subscriber before me

This _____ day of _____, 20____

Notary Public

My Commission expires: _____

* Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603. As of the effective date of O.C.G.A. § 13-10-91, the applicable federal work authorization program is the "EEV /Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	Exemptions (see instructions): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional) Lamar County Board of Commissioners 408 Thomaston Street Barnesville, GA 30204
	City, state, and ZIP code	
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
				-				
Employer identification number								
				-				

Part II 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 (IRS) 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, and
3. I am a U.S. citizen or other U.S. person (defined below), and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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 you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, 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. See the instructions on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at www.irs.gov/w9. Information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, payments made to you in settlement of payment card and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the

withholding tax on foreign partners' share of effectively connected income, and

4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.