

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1082247

Vendor Name: American Society for Training and Devel

Invoice Number: 9005981765

Invoice Date: 1/19/2022

PO Number:

Check Number: E0089449

Check Amount: \$ 251.10

Check Date: 05/04/2022

Voucher Number: V0737497

Document Type: AP Invoice

Document Below

Expense: Association for Talent Development Membership (ATD)
May 1, 2022, through April 30, 2023

Date: 04/18/22

Vendor: Association for Talent Development (ATD)
1082247
Member number: 10980825

Cost: \$251.10

Account: 01-10-00393-5406002
Employee Development Ctr-EDC: Dues

Explanation

Annual fee to renew *departmental* ATD membership for Employee Development Center staff. Individual membership is more cost effective under the name of Judy Coates.

TOTAL **\$251.10***

\$27.90 Discount applied for 2022 due to participation in an ATD course by member.

Judy Coates

Maritza Ruano



Association for
Talent Development

1640 King Street, Alexandria, VA, 22314, USA

Phone: 703.683.8100 Fax: 703.299.8723

Tax ID: 39-0852310

Invoice

BILL TO:

10980825
Judy Coates
Manager, L&OD
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137

SHIP TO:

10980825
Judy Coates
Manager, L&OD
College of DuPage
425 Fawell Blvd
Glen Ellyn, IL 60137

Order Date: 1/19/2022

Order #: 9005981765

PO #:

Payment Terms: Due Upon Receipt

Description	Order Status	Fulfill Status	Quantity	Unit Price	Discount	Net	Total
ASTD - ATD Membership - Professional 01-May-2022 to 30-Apr-2023	Proforma	Active	1	\$279.00	\$27.90	\$251.10	\$251.10
Subtotal:							\$251.10
Adjustment:							\$0.00
Tax:							\$0.00
Shipping:							\$0.00
Total:							\$251.10
Paid To Date							\$0.00
Balance Due:							\$251.10

IMPORTANT: PLEASE NOTE NEW PAYMENT INSTRUCTIONS BELOW EFFECTIVE JULY 13, 2020

PAYMENT OPTIONS

Credit Card**ACH Remittance****Wire Transfer****Payment by Check****Other**

PAY NOW

Association for Talent
Development

HSBC Bank USA
452 Fifth Avenue
New York, NY 10018

Bank Routing ACH:
022000020
Bank Account Number:
189022167

Association for Talent
Development

HSBC Bank USA
452 Fifth Avenue
New York, NY 10018

Bank Routing Wire:
021001088
Bank Account Number:
189022167
Swift Code INTL:
MRMDUS33

Check payable to:
Association for Talent
Development

Mail to:
Association for Talent
Development
PO Box 200212
Pittsburgh, PA
15251-0212

Please include the invoice/
order number in the memo
section

Purchase Order:
Please contact Customer
Care for more information.
Email: customercare@td.org
Phone:
1.800.628.2783 (U.S) or
1.703.683.8100 (International)
Available from 8am to 6pm
EST (Mon-Fri)
Fax: 1.703.299.8723

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

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

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
American Soicety for Training and Development Inc.

2 Business name/disregarded entity name, if different from above
Association for Talent Development

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☒ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) **5**

Exemption from FATCA reporting code (if any)

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
1640 King Street

6 City, state, and ZIP code
Alexandria, VA 22314

7 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 line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			-			-				
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or

Employer identification number

3	9	-	0	8	5	2	3	1	0
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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 for Part II, later.

Sign Here Signature of U.S. person ► *Jasind. [Signature]* Date ► **11 January 2022**

General Instructions

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

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.