



PHONE: 1-800-243-7800 • FAX: 1-203-546-2277

DEAR VALUED CUSTOMER:

FEDERAL LAW UNDER THE USA PATRIOT ACT REQUIRES US TO OBTAIN A FEDERAL TAXPAYER IDENTIFICATION NUMBER (TIN) FROM EACH CUSTOMER OPENING A PITNEY BOWES BANK ACCOUNT. PITNEY BOWES BANK PRODUCTS INCLUDE THE PURCHASE POWER ACCOUNT AND RESERVE ACCOUNT.

YOUR TAXPAYER IDENTIFICATION NUMBER (TIN) IS YOUR EMPLOYER IDENTIFICATION NUMBER (EIN) IF YOU ARE A PARTNERSHIP, CORPORATION, BANK, STATE OR GOVERNMENT AGENCY, OR NON-PROFIT ORGANIZATION, OR YOUR SOCIAL SECURITY NUMBER IF YOU ARE A SOLE PROPRIETOR.

ADDITIONALLY, THE INTERNAL REVENUE SERVICE (IRS) REQUIRES US TO OBTAIN TAXPAYER IDENTIFICATION NUMBERS (TIN) FROM CUSTOMERS IN ORDER TO REPORT THE FREE POSTAGE EARNED ON THE RESERVE ACCOUNT.

PLEASE COMPLETE THE FORM BELOW AND RETURN BY FAX TO 1-203-546-2277.

THANK YOU.

## INFORMATION REPLY FORM

### Tax Identification Number (TIN)

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Please indicate if your company is one or more of the following:

- Partnership    Sole Proprietor    Corporation    Other \_\_\_\_\_  
 Bank    State/Govt Agency    Non-Profit    Foreign

Certification. Under penalties of perjury, I certify that: (1) The number shown above is my correct taxpayer identification number (or I am waiting for a number to be issued to me); (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. person (including a U.S. Resident Alien). If you have been notified by the IRS that you are subject to backup withholding, cross out item 2 above.

Organization Name: _____
Postage By Phone Acct #: _____ (8-digits)
Pitney Bowes Acct #: _____ (11-digits)

\_\_\_\_\_  
Signature of Principal