

#### Dear Valued Customer:

Below is important contact and payment information. Please update your records and feel free to reach out to us if you have any questions or concerns.

Payment Terms: NET 30 - If you believe you have different payment terms, please provide the signed contract stating agreed upon payment terms.

### **Check Payment**

Five Star Food Service P.O. Box 733261 Dallas, TX 75373-3261

Invoice numbers are required for payment to be applied.

#### **US \$ ACH Payment**

Name of Bank: J.P. Morgan Chase

Account Name: Five Star Food Service, Inc.

Account Number: 826173242 Routing Number: 061092387

Email ACH payment advice to accounts receivable a five star foodservice.com.

### **Credit Card Payment**

Please email <u>ePay@fivestarfoodservice.com</u> to request account activation – in the email you will need to provide the account name, account number, and email address you'd like to register. If multiple accounts, epay can create one login to view all, but be sure to send them the full details in the request.

We appreciate your business and want to help. Please send payment inquiries and ACH remittance to <a href="mailto:accountsreceivable@fivestarfoodservice.com">accountsreceivable@fivestarfoodservice.com</a>. All other questions and requests (for invoice, PO, credit, disputes, orders, etc.) should be directed to your branch contact, the AR email cannot assist with these.

Sincerely,

Karla Fosbinder

Corporate Accounts Receivable Manager

Five Star Food Service, Inc.



# 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.

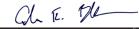
	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.															
Print or type. Specific Instructions on page 3.	Five Star Food Service, Inc.  2 Business name/disregarded entity name, if different from above															
							4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):									
	☐ Individual/sole proprietor or ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ single-member LLC						Exempt payee code (if any)									
	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 own LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the own another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single is disregarded from the owner should check the appropriate box for the tax classification of its owner.					s	Exemption from FATCA reporting code (if any)									
ecifi	Other (see instructions)							(Applies to accounts maintained outside the U.S.)								
Sp	5 Address (number, street, and apt. or suite no.) See instructions.					ester's name and address (optional)										
See	P.O. Box 733261															
0)	6 City, state, and ZIP code															
	Dallas, TX 75373-3261															
	7 List account number(s) here (optional)															
Pai	Tax	ayer Identification Number (TIN)														
Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to						Social security number										
backup withholding. For individuals, this is generally your social security number (SSN). However									7							
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 <i>How to</i>							-		-							
TIN. later.									_			ш				
, <u></u>							r identification number									
Number To Give the Requester for guidelines on whose number to enter.					1	1			T			i				
					5 8	-	- 2	2 2	5	8 9	9					
Par	II Ce	fication														
Unde	penalties of	jury, I certify that:														
2. I ar Sei	not subject vice (IRS) that	on this form is my correct taxpayer identification number (or I am woackup withholding because: (a) I am exempt from backup withhold am subject to backup withholding as a result of a failure to report all backup withholding; and	ding, or (b)	I have no	t bee	n no	otified	by the	Inter							
3. I ar	a U.S. citize	r 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 ▶



Date ▶ 02-17-2021

# **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)

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.