



## LLC DISREGARDED ENTITY

### VERIFICATION QUESTIONNAIRE

**Agency Instructions:** Questionnaire to be provided by agency to LLC businesses to verify correct IRS filing status and tax identification number used for IRS reporting. Form to be completed by vendor corporate tax office or administrator.

**LLC Business Name:** [Click here to enter text.](#)

#### Tax Administrator Contact Information

**Name:** [Click here to enter text.](#)      **Title:** [Click here to enter text.](#)

**Email:** [Click here to enter text.](#)      **Phone:** [Click here to enter text.](#)

The information provided indicates your company may possibly be filed with the Internal Revenue Service as a Disregarded Entity and as such has specific requirements for the tax identification number provided for payments receipt. Please have your corporate tax offices answer the following questionnaire to validate you are providing the correct information per IRS requirements:

1. **Is the LLC owned by a different parent entity?**  
 Yes (CONTINUE)     No (STOP HERE)
2. **If so, does this parent entity report the tax filings on the LLC's behalf?**  
 Yes (CONTINUE)     No (STOP HERE)
3. **If a parent entity reports the tax filings on the LLC's behalf, is the LLC reported to the IRS as a Disregarded Entity or a Wholly Owned Subsidiary?**  
 Disregarded Entity     Wholly Owned Subsidiary
4. **If the LLC is filed as a disregarded entity, please verify the following:**

Parent Entity Name:	
Parent Entity Tax Identification Number:	
*Disregarded Entity Name:	
Disregarded Entity Tax Identification Number:	

5. **If the primary/parent entity is also an LLC, is the business relationship one of a disregarded entity status or true LLP partnership?**  
 Disregarded Entity     LLP Partnership
6. **If applicable, have you registered both business names with the OK Secretary of State?**  
 Yes     No
7. **Do we currently or could we in future do businesses with or make payments to multiple entities (parent company, DBAs or Disregarded Entities) filed under the parent entity's tax identification number?**  
 Yes     No
8. **Do both companies share a bank account or will EFT direct deposit information differ for payments to each?**  
 Yes     No

**\*Please provide a separate W-9 for each disregarded entity.** W-9 provided for a disregarded entity must reflect the parent company name, filing classification and tax identification number with the disregarded entity name reflected on the additional name field provide per IRS form W-9 instructions.