

Egg Harbor Township
Department of Planning/Zoning
3515 Bargaintown Road
Egg Harbor Township, NJ 08234
Phone: 609-926-4092
Email: Planning@ehtgov.org



LAND USE APPLICATION PACKET

The enclosed packet contains forms and instructions required to make an application to the Egg Harbor Township Planning or Zoning Board. Please read through the instructions carefully, as they are a guide to the application and hearing process. The items listed below are included with this application package:

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Egg Harbor Township Land Use Application Instructions

STEP I: APPLICATION SUBMISSION One electronic (emailed or on a thumb drive) with (1) original & (19) copies.

- A. Completed Land Use Development Application and 20 copies of all submitted documents/forms
- B. Signed W-9 tax form in the name of the ESCROW CHECK HOLDER.
- C. All required Fee & Escrow payments as set forth in the Fee Schedule. Application fees are nonrefundable. All checks should be made payable to the "Egg Harbor Township". Separate checks should be submitted for fees and escrow.
- D. Completed Application Checklist and Required Submission Materials as denoted on the coinciding Checklist. If an item on the Checklist is not applicable or inappropriate, a submission waiver may be requested with justification for such a waiver (W).
- E. Property Owners List Request form :\$10.00 additional fees required. A separate check should be made payable to the "Egg Harbor Township".
- F. Completed Ownership Disclosure Statement/Corporate Resolution.

All Required Materials must be submitted as set forth in the appropriate checklist by both electronic submission (emailed or on a thumb drive)-and- in hard copy format according to the required checklist.

STEP II: COMPLETENESS REVIEW (within 45 Days of submission)

- A. The application will be forwarded to all applicable staff and professionals for review.
- B. Staff and professionals will review the documentation submitted and check to ensure that all items required for submission in the Application Checklist have been submitted.
- C. All required documentation should be provided, or waivers may be requested from various checklist submission requirements. A completeness review will be sent to the applicant (within 45 days of submission) indicating any outstanding items and the application may be scheduled for the next available Technical Review Committee meeting.
- D. Once all necessary items are submitted, the application will be deemed complete and formally scheduled for a hearing date.

STEP III: PUBLIC NOTIFICATION (a minimum of 10 days prior to hearing)

Notice must be provided (pursuant to *N.J.S.A. 40:55D-12*) in an official newspaper (The Atlantic City Press/Daily Journal/Courier Post) and to property owners within 200 feet of the subject parcel (utilize list provided by Tax Assessor). Please review the following instructions regarding proper notice procedures:

- A. It is not recommended to provide notice until you have been formally scheduled for a Board hearing.
- B. Notice must be provided a minimum of ten (10) days prior to the hearing (not including the date of the meeting) or the application will be rescheduled to a later date, which will require new notice.
- C. Complete the NOTICE OF HEARING
 1. The description of the relief sought, date, time, meeting location, property in question, address, applicants name and meeting document review instructions must be provided on the notice.
 2. Copies of the notice must be distributed to all persons/entities listed on the Property Owners List either by Certified Mail or Hand Delivery in accordance with *N.J.S.A. 40:55D-12*.
 3. A copy of the Notice of Hearing must be distributed to all utility companies listed on the supplemental sheet attached to the Property Owners List, including the Commissioner of Transportation when a property is adjacent to a State Highway.
- D. Complete the AFFIDAVIT OF SERVICE OF NOTICE, sign, notarize, and attach original certified mail receipts.

- E. Complete PUBLIC NOTICE of hearing and submit it to the newspaper
 - 1. Legal notices must be submitted at least two (5) working days prior to the date to be published. *Notice must be published at least 10 days prior to the hearing.*
 - 2. The description of the relief desired should reflect that of the NOTICE OF HEARING.
 - 3. The newspaper will send you an affidavit of proof of publication, which must be submitted to the Secretary

STEP IV: SUBMIT PROOF OF NOTICE

The following items must be submitted to the Board Secretary no later than three (3) days prior to the hearing date.

- A. One copy of the NOTICE OF HEARING , and
- B. The AFFIDAVIT OF SERVICE OF NOTICE , and
- C. Original certified mail receipts, and
- D. The affidavit of proof of publication.

STEP V: PREPARE THE PRESENTATION

The presentation to the Board should be brief and concise, but present all relevant facts and address the requested variances. Photographs, sketches, witnesses, and/or any other pertinent information may be presented. The burden of proof is on the applicant since she or he is asking for an exception of the ordinance. The Board is required to consider certain tests in evaluating your application, as specified in the Municipal Land Use Law (M.L.U.L.).

Staff and professionals will prepare a review of each application, which should be addressed at the hearing. Board members and the applicant will receive copies of the review approximately one week prior to the hearing.

All applicants or property owners that are incorporated must be represented by an attorney. Any employed professionals and experts for the applicant will be certified that they possess the appropriate New Jersey licenses prior to any testimony at the Board hearing. The lack of a New Jersey license does not prohibit an individual from testifying but will preclude her or his ability to be certified as an expert witness by the Board.

STEP VI: ATTEND THE HEARING (within 120 days of being deemed complete)

- A. An application must be heard by the Board within 120 days of being deemed complete.
- B. The Planning Board meets the third Monday of every month at 5pm, The Zoning Board meets the first Monday of every month at 6pm, except holidays, in the Court Room of the Municipal Building at 3515 Bargaintown Road. Egg Harbor Township. The hearing is open to the public.
- C. Board agendas are posted on the Township website at www.ehtgov.org before the hearing.

STEP VII: AFTER THE HEARING

- A. The Resolution will be presented and memorialized by the appropriate Board within 45 days of decision. A copy of the resolution will be emailed and mailed to the applicant, applicant's attorney and professionals (as listed on the application).
- B. Notice of Decision. An Affidavit of Notice of Decision is required to be submitted by Secretary from the Atlantic City Press/Daily Journal/Courier Post for publication within ten (10) days of the memorialization of the Resolution.

- C. Time Period for Appeal. Any party interested in appealing the decision of the Board, must do so within forty-five (45) days of the publication of the Notice of Decision.
- D. Items to Submit After the Hearing:
1. Conditions of Approval. Any and all conditions of approval must be satisfied (legal documents, additional information, etc.), which should be submitted to the Board Secretary. Staff, Board Engineer, and Solicitor will review. Revise as necessary.
 2. Conformance Plans. Six (6) copies of revised plans, which address needed completeness items and comments from staff and Board professionals, should be submitted to the Secretary for review. Revise as necessary.
 3. Escrow. Any outstanding bond payments, inspection escrow, and/or review escrow must be submitted prior to the issue of any permits. Should a positive balance remain in the escrow account after the project is complete after all bills are submitted, a certified mail written request for the refund of the remaining escrow must be submitted to the Secretary, Board Professionals and CFO.
 4. Zoning Permit. A Zoning Permit application may be submitted once the above items have been completed along with the proper fees.
 5. Building Permits can be submitted only after the approval of any zoning permit application (if applicable)

Contact the EHT Land Use Administrator with questions regarding applications, submission requirements or escrow balances.

Township of Egg Harbor

3515 Bargaintown Road, Egg Harbor Township, NJ 08234

Land Development Application

CHECK ALL THAT APPLY:

- | | |
|--|---|
| <input type="checkbox"/> Pre-application/Concept Plan | <input type="checkbox"/> Bulk Variance |
| <input type="checkbox"/> Minor Subdivision | <input type="checkbox"/> Use Variance |
| <input type="checkbox"/> Minor Site Plan | <input type="checkbox"/> Conditional Use |
| <input type="checkbox"/> General Development Plan | <input type="checkbox"/> Preliminary PURD |
| <input type="checkbox"/> Major Subdivision/Preliminary | <input type="checkbox"/> Final PURD |
| <input type="checkbox"/> Major Subdivision/Final | <input type="checkbox"/> Extension of Time |
| <input type="checkbox"/> Major Site Plan/Preliminary | <input type="checkbox"/> Appeal of Zoning Officer |
| <input type="checkbox"/> Major Site Plan/Final | <input type="checkbox"/> Interpretations |
| <input type="checkbox"/> Administrative Review | <input type="checkbox"/> _____ |

Office Use Only

Block/Lot: _____
 Application No.: _____
 Date Received: _____
 Application Fee: _____
 Escrow Fee: _____
 Collected By: _____

| Applicant Information | |
|---|----------------|
| Applicant's Name: | Phone No.: |
| Address, City/State/Zipcode: | Email Address: |
| Applicant is a <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual <i>(Corporations must be represented by a NJ attorney.) If applicant is a corporation or partnership, on company letterhead set forth the names and addresses of all stockholders or partners having an interest of 10% or more. (Attach separate sheet).</i> | |
| Property Owner Information | |
| Owners Name: | |
| Phone No.: | Email Address: |
| Address: | |
| Applicant's Attorney Information | |
| Attorney's Name: | |
| Phone No.: | Email Address: |
| Firm Name and Address: | |
| Plans | |
| <i>Name(s) and address of person(s) preparing plan (attach sheet, if necessary)</i> | |
| Name: | Profession: |
| Address: | Email Address: |
| Name: | Profession: |
| Address: | Email Address: |

| Property Information | | |
|--|--------------|---------------------------|
| Property Address: | | |
| Block(s): | Lot(s): | Total Lot Area: |
| Jurisdictional Area: <input type="checkbox"/> Pinelands <input type="checkbox"/> CAFRA | | |
| Proposed Information | | |
| Number of Proposed Lots: | Zone: | Number of Dwelling Units: |
| Proposed Use: | Present Use: | |
| Building Area Proposed: | Existing: | |
| Number of Parking Spaces Proposed: | Existing: | |
| List all utilities available to service the subject development: | | |
| List all zoning variances or design waivers. If not applicable, enter "N/A". If variance(s) or waivers are required, attach hereto, as a separate rider, the factual basis and legal basis for the relief sought. | | |
| Existing deed restrictions? <input type="checkbox"/> N/A <input type="checkbox"/> Yes – Briefly describe below and attach copy | | |
| Proposed deed restrictions: | | |
| Contemplated Form of Ownership: <input type="checkbox"/> Fee Simple <input type="checkbox"/> Condominium <input type="checkbox"/> Cooperative <input type="checkbox"/> Rental | | |
| Briefly describe any prior or currently pending proceedings before this Planning Board or Zoning Board and any other federal, state, or local board or agency involving the property which is the subject of this application. (attach sheet if necessary) | | |
| List all other material accompanying this application, i.e., plans, drainage calculations, traffic studies, fiscal impact statements, NJDEP or Pinelands permits or applications, etc. (attach sheet if necessary) | | |

The applicant voluntarily consents to an indefinite waiver of the time within which the board may grant or deny this application. Applicant is fully aware that the Municipal Land Use Law sets forth a specific time period within which the Board is to grant or deny this application. Yes No
*(If a corporation, attach copy of resolution authorizing agent to act on behalf of applicant including officer signature.)

_____*
Signature of Applicant or Agent Date

Print Name of Applicant or Agent

CONSENT OF OWNER OF PROPERTY

I, the undersigned, being the owner of the lot or tract described in the foregoing application, hereby consent to the making of this application and the approval of the plans submitted herewith. I further consent to the inspection of this property in connection with this application as deemed necessary by the municipal agency. (*If owned by a corporation, attach copy of resolution authorizing application including officer signature.)

_____*
Date Signature(s)

Printed Name(s)

Acknowledgement Certificate

State of)
County of)

On this ____ day of _____, in the year 2____, before me personally appeared _____, proved on the basis of satisfactory evidence to be the person(s) whose name(s) (is/are) subscribed to this instrument, and acknowledged (he/she/they) executed the same. Witness my hand and official seal.

Notary Public

Egg Harbor Township

Ordinance No. 12

2023

An ordinance to amend the Code of the Township of Egg Harbor, Chapter 198 Subdivision of Land and Site Plan Review, specifically Section 198-10, entitled "Schedule of fees."

BE IT ORDAINED, by the Township Committee of the Township of Egg Harbor, County of Atlantic and State of New Jersey as follows:

SECTION 1: Chapter 198 of the Code of the Township of Egg Harbor, Section 198-10 is hereby amended by deleting it in its entirety and replacing it as follows:

§198-10 Schedule of fees.

A. Administrative and escrow fees for certain development application(s):

| <u>Category</u> | <u>Application Fees</u> | <u>Escrow Fees</u> |
|--|--------------------------|---|
| (1) Subdivision(s): | | |
| (a) Minor: | \$115 per lot | \$3,000 |
| (b) Preliminary: | \$400, plus \$30 per lot | \$8,500 (25 lot(s) or fewer) \$12,000 (26-100 lot(s)) \$15,000 (101-500 lot(s)) \$20,000 (over 501 lot(s)) |
| (c) Final: | \$400, plus \$30 per lot | \$5,000 |
| (d) Admin. Review | \$500 | \$2,500 |
| (e) Administrative Tax Map Fee | | |
| w/land development application: | | |
| (1) Subdivision | | \$115 per lot |
| (2) Consolidation | | \$115 per lot |
| (2) Site plan(s): | | |
| (a) Minor: | | |
| Under 5,000 square feet retail/ commercial and under 25 parking spaces | \$850 | \$4,500 |
| Under 10,000 square feet Warehouse and under 25 parking spaces | \$850 | \$4,500 |
| (b) Preliminary Major: | | |
| Under 5,000 square feet GFA | \$600 | \$4,500 |
| From 5,001 to 10,000 GFA | \$700 | \$5,000 |
| From 10,001 to 50,000 GFA | \$900 | \$5,000 |
| From 50,001 to 100,000 GFA | \$1,000 | \$7,500 |
| From 100,001 GFA or greater | \$1,500 | \$10,000 |
| (c) Final Major: | \$500 | \$2,500 |
| (d) Administrative Review: | \$500 | \$2,500 |

(3) Site Plan (Residential):

| | | |
|------------------------------|------------------------------------|------------------------------------|
| (a) Preliminary major | | |
| Up to 30 units | \$500, plus 25 per unit | \$5,500 |
| 31 to 100 units | \$1,000 plus \$25 per unit | \$7,500 |
| 101 to 200 units | \$1,500 plus \$25 per unit | \$10,000 |
| 201 units or greater | \$2,000 plus 25 per unit | \$12,000 |
| (b) Final | 50% of preliminary application fee | 50% of preliminary application fee |
| (c) Admin. Review | \$500 | \$2,500 |

(4) Variance(s):

| | | |
|--------------------------------------|--|---------|
| (a) Appeal and Interpretation | \$350 | \$1,500 |
| (b) Conditional Use | \$350 | \$1,500 |
| (c) Hardship "C" Variance | \$350 plus \$100 per each additional hardship variance | \$1,500 |
| (d) "D" Variance | \$450 | \$2,000 |
| (e) Cert. of Non-Conformity | \$350 | \$1,500 |

(5) Miscellaneous - General Development

| | | |
|--|-------------------------|---|
| (1) Special Meeting(s) | \$1,000 | \$2,000 |
| (2) Soil Borings | \$50 | \$150 first boring, plus \$100 for each Additional boring |
| (3) Request for Extension | \$150 | \$850.00 |
| (4) Certified property list | \$0.25 per name or \$10 | |
| (5) Transcription | \$100% of actual cost | |
| (6) Certificate of Non-Conformity - Land Use Adm. | \$250 | |
| (7) Minor or Major Amendments | | |
| (a) Site Plan/Subdivision | 50% of original fee | 50% of original fee |
| (8) Request for re-approval | | |
| (a) Minor Subdivision | 50% of original fee | 50% of original fee |
| (9) Conceptual Discussion | \$500 | \$3,000.00 |

B. Application of escrow fees:

- (1)** The application fees and escrow fees recited hereinabove are minimum(s), which must accompany the application. An application shall not proceed until the application fee and escrow fee required have been paid. The Land Use Administrator shall exercise her/his discretion in establishing the figure required for the escrow fund, in the event the project will require more time for review than has been provided for by the figures recited hereinabove, or the project of a nature that is not expressly included in one of the aforementioned categories.
- (2)** Application fees and escrow must be submitted in separate checks both payable to Egg Harbor Township. The escrow fee shall be forwarded by the Land Use Administrator to the Chief Financial Officer of Egg Harbor Township for deposit into

a developer's escrow account. The application fee shall be deposited into the general account of Egg Harbor Township.

- (3) Funds shall be applied to professional costs charged to the Township by professional consultants (planner, engineer, attorney, and any other consultant or specialist retained by the Board) for services or review regarding the development application. Additional funds may be required when the original amount is depleted by 50% and the development application is still in progress. The amount of additional funds needed shall be determined by the Land Use Administrator.
 - (4) All escrow amounts not actually used shall be refunded pursuant to those requirements listed within N.J.S.A. 40:55D-53.2(d).
 - (5) Application fees may be refunded but for only those application(s) initially submitted and thereafter immediately withdrawn. The amount to be refunded is a consideration of the Board only based upon the review and processing of the paperwork through the Board office and at the recommendation of the Land Use Administrator
- C. Exemption from the payment of any fee charged in connection with any application for development which promotes accessibility by a disabled person to their own living unit. In accordance with N.J.S.A. 40:55D-8(e), a disabled person, or a parent or sibling of a disabled person, shall be exempt from the payment of any fee charged in connection with any application for development which promotes accessibility to her/his own living unit.

SECTION 2: All ordinances and parts of Ordinances inconsistent with the provisions of this ordinance are, to the extent of such inconsistency, hereby repealed.

SECTION 3: Should any section, clause, sentence, phrase or provision of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the remaining portions of this ordinance.

SECTION 4. This Ordinance shall become effective immediately upon final adoption and publication according to law.

NOTICE IS HEREBY GIVEN THAT THE FOREGOING ORDINANCE WAS INTRODUCED AT A MEETING OF THE TOWNSHIP COMMITTEE OF EGG HARBOR TOWNSHIP, IN THE COUNTY OF ATLANTIC, STATE OF NEW JERSEY, HELD APRIL 5, 2023 AND WILL BE FURTHER CONSIDERED FOR FINAL PASSAGE AFTER A PUBLIC HEARING THEREON AT A REGULAR MEETING OF SAID TOWNSHIP COMMITTEE TO BE HELD IN THE TOWNSHIP HALL, IN SAID TOWNSHIP ON MAY 3, 2023.

Dated: April 5, 2023



Eileen M. Tedesco, RMC
Township Clerk



OWNERSHIP DISCLOSURE STATEMENT

NAME OF CORPORATION, PARTNERSHIP, LLC, OR LLP: _____

Listed below are the names and addresses of all owners of 10% or more of the stock/interest* in the above referenced corporation, partnership, limited liability corporation (LLC) or limited liability partnership (LLP):

| | NAME | ADDRESS |
|----|------|---------|
| 1 | | |
| 2 | | |
| 3 | | |
| 4 | | |
| 5 | | |
| 6 | | |
| 7 | | |
| 8 | | |
| 9 | | |
| 10 | | |

*If a corporation or a partnership owns 10% or more of the stock of a corporation, or 10% or greater interest in a partnership, that corporation or partnership shall list the names and addresses of its stockholders holding 10% or more of its stock or of 10% or greater interest in the partnership, and this requirement shall be followed until the names and addresses of the non-corporate stockholders and individual partners, exceeding the 10% ownership criterion established have been listed.

SWORN & SUBSCRIBED to before me this

_____ Day of _____, 20____ (year)

_____ (Notary)

SIGNATURE (OFFICER/PARTNER)

Date _____ Title _____

Township of Egg Harbor

3515 BARGAIN TOWN ROAD, EGG HARBOR TOWNSHIP, NJ 08234-8321

200 Foot Property List Request

Township of Egg Harbor
Planning Board/Board of Adjustment
3515 Bargaintown Road
Egg Harbor Township, New Jersey 08234-8321

Date:

*Payment Amount: \$

Please supply payment in the amount of \$.25 per name/address OR \$10, whichever is greater for a certified list of the names and addresses of the owners of real property within two hundred (200') feet of said parcel(s) (block/lot), and those public utilities companies and cable TV companies in the event they own land or any facility or possess a right-of-way or easement within two hundred (200') feet in all directions of the parcel(s) block/lot pursuant to Municipal Land Use Law N.J.S.A. 40:55D-12, as shown on the current Egg Harbor Township Tax Map.

*Checks can be made payable to Egg Harbor Township and mailed to the address above

| | |
|------------------------------------|----------------|
| Block(s): | Lot(s): |
| <i>Owner of Record Information</i> | |
| Name: | |
| Address: | |
| City, State, Zip: | |
| <i>Applicant Information</i> | |
| Name: | |
| Address: | |
| City, State, Zip: | |

→ SELECT METHOD OF RECEIVING LIST

- Please Mail, I have included a Self-Addressed Stamped Envelope
- Please Email Property List To:

Email Address

Name

Pursuant to §36-31, §198-10 and the provisions of N.J.S.A. 40:55D-12c, the administrative officer of the municipality or Tax Assessor shall, within seven days after receipt of a request therefor and upon receipt of payment of a fee, which shall be a sum not to exceed \$0.25 per name or \$10, whichever is greater, make and certify a list from the current tax duplicate of names and addresses of owners to whom the applicant is required to give notice pursuant to Article III, § 36-30B, of this chapter.

If your property is located within two hundred (200') feet of an adjacent municipality you must also obtain a certified list from that municipality.

**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.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

| | | | | |
|--|-----------|---|---|--|
| Print or type. See <i>Specific Instructions</i> on page 3. | 1 | Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) | | |
| | 2 | Business name/disregarded entity name, if different from above. | | |
| | 3a | Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <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"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____ | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i> | |
| | 3b | If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ <input type="checkbox"/> | | |
| | 5 | Address (number, street, and apt. or suite no.). See instructions. | Requester's name and address (optional) | |
| | 6 | City, state, and ZIP code | | |
| | 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. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

| | | | | | | | | | | | |
|---------------------------------------|--|--|--|---|--|--|---|--|--|--|--|
| Social security number | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | - | | | - | | | | |
| or | | | | | | | | | | | |
| 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 for Part II, later.

| | | |
|------------------|--------------------------|------|
| Sign Here | Signature of U.S. person | Date |
|------------------|--------------------------|------|

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.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they