



**Undergraduate
Research Programs**

Supplier Info Form FAQ

- You may leave the DUNS number and DBA name blank as well as the entire second page.
- The **contact name** is the name you use in regular communication if you generally use a name that is NOT your legal name.
- In most cases the **TIN**, Taxpayer Identification Number is your social security number.
- For the certifications at the end, please be sure to answer questions 5-8 check boxes appropriately (including YES you agree to Net30)
- Please **sign** the form in ink and scan back to pdf.
- Do NOT email the completed form to the address listed on the form.
- Please email your completed forms to ec.sire@emory.edu and turn in the original to White Hall 217 or White Hall 218.
- Email ec.sire@emory.edu if you have any questions.