Community Colleges of Spokane

Spokane County Head Start /ECEAP/EHS

REQUEST FOR VOLUNTEER VENDOR NUMBER

Date:

To: Accounts Payable
MS 1006

Re: Request for Volunteer Vendor Number

Attached is a W-9 Request for Taxpayer Identification Number and Certification form for our HS/EHS/ECEAP volunteer. Please generate a volunteer vendor number and e-mail it to the staff person initiating the request listed below and Marla Nelson.

Volunteer name *(please print)* _____

Staff initiating request *(please print)* _____

Phone number _____

Site _____