

1 of 1

Version V1.0.277



## Request for Taxpayer Identification Number and Certification

Give form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return) <b>Michelle Ann Ray</b>	
Business name, if different from above	
Check appropriate box: <input checked="" type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ..... <input type="checkbox"/> Other (see instructions) ▶	<input type="checkbox"/> Exempt payee
Address (number, street, and apt. or suite no.) <b>1800 Brown Stone Dr.</b>	Requester's name and address (optional)
City, state, and ZIP code <b>Plano, TX 75074</b>	
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 your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number <b>450 189 18449</b>
or
Employer identification number :

### Part II Certification

Under penalties of perjury, I certify that:

- 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
- 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
- I am a U.S. citizen or other U.S. person (defined below).

**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 on page 4.

Sign  
Here

Signature of  
U.S. person ▶

**Michelle Ann Ray**

Date ▶ **March 10, 2017**

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

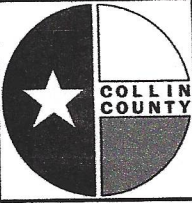
**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

	<b>COLLIN COUNTY</b>	Office of the Purchasing Agent 2300 Bloomdale Road Suite 3160 McKinney, Texas 75071 <a href="http://www.collincountytx.gov">www.collincountytx.gov</a>

January 20, 2017

Michelle Ray  
PO Box 2106  
Allen, Texas 75013

Re: Contract Name: Professional services; Law Library Forms Review, 2015-074  
Contract Start Date: February 12, 2015  
Agreement Renewal Period April 1, 2017 through September 30, 2017

Dear Ms. Michelle Ray:

The aforementioned contract between Collin County and your company will expire on March 31, 2017. The Collin County Purchasing Department is requesting that your company extend this contract for an additional 6 month period to include terms, conditions and pricing set forth in the original award.

If you are interested in extending the current contract, please complete the form below and return by March 10, 2017. If you desire to extend this contract, we will also need an updated insurance certificate.

Should you have any questions, please feel free to contact me at [gosinaike@co.collin.tx.us](mailto:gosinaike@co.collin.tx.us)

Sincerely,

Geri Osinaike  
Senior Buyer

Please check one:

☒ Yes I agree to extend the contract with Collin County at the prices established in the original solicitation.  
☐ No I cannot extend the contract.

Signature: *Michelle Ray* 

Print Name & Title: Michelle Ray, Attorney

Date: March 7, 2017

If your address has changed from above please state new address below:

Street Address: 1800 Brown Stone Dr.

City, State, Zip Code: Plano, TX 75074





# COLLIN COUNTY VENDOR REGISTRATION

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

\_\_\_\_ NEW      ☒ UPDATE

## PURCHASE ORDER TO:

Legal Business Name: Michelle Ray  
DBA: \_\_\_\_\_  
Address: 1800 Brownstone Dr.  
City: Plano State: TX Zip Code: 75074  
Contact Name: Michelle Ray  
Contact Email Address: michellearay@yahoo.com  
Contact Phone Number & Extension: (214) 232-8605 Fax: (972) 767-3752  
Email Address for Purchase Orders (if different from above): \_\_\_\_\_  
After Hours Contact/Phone: Same

Please read the Collin County Terms & Conditions on our website:  
[http://www.collincountytx.gov/purchasing/Documents/po\\_terms.pdf](http://www.collincountytx.gov/purchasing/Documents/po_terms.pdf)

Please contact the Collin County Purchasing Department at 972-548-4165 or [purchasing@co.collin.tx.us](mailto:purchasing@co.collin.tx.us) should any of this information change in the future, or if you require additional information.

## REMIT PAYMENT TO: (PLEASE SEND A COPY OF YOUR W-9 WITH THIS FORM)

Legal Business Name: Michelle Ray  
DBA: \_\_\_\_\_  
Address: 1800 Brown Stone Dr.  
City: Plano State: TX Zip Code: 75074  
Contact Name: Michelle Ray  
Contact Email Address: michellearay@yahoo.com  
Contact Phone Number & Extension: (214) 232-8605 Fax: (972) 767-3752

Please contact the Collin County Auditor's Office at 972-548-4731 or [accountspayable@co.collin.tx.us](mailto:accountspayable@co.collin.tx.us) should any of this information change in the future, or if you require additional information.

Vendor Representative: Michelle Ray Date: March 10, 2017

## Consent to Assignment and Assumption of COLLIN COUNTY CONTRACTS

This Assignment and Assumption of various contracts and purchase orders (the "Assignment"), is entered into and by and between COLLIN COUNTY, TEXAS, a political subdivision of the State of Texas (the "County"), Michelle Warmbrodt, a corporation authorized to do business in the State of Texas (the "Assignor"), and Michelle Ray, a corporation authorized to do business in the State of Texas (the "Assignee").

**WITNESSETH:**

**WHEREAS**, The County and Assignor entered into an agreement 2015-074 Professional Service, Attorney, Law Library Form Review ("the Contract" or "the Contracts"); and

**WHEREAS**, Assignor desires to assign, transfer, set over, convey and deliver to Assignee the Contracts upon the terms set forth herein; and

**WHEREAS**, Assignor and Assignee desires that the County consent to this assignment between Assignor and Assignee.

**NOW, THEREFORE**, for and in consideration of the representations, agreements and promises herein set forth, the undersigned parties agree as follows:

1. To the extent required, the County hereby consents to the assignment of the Contracts by Assignor to Assignee.
2. The County's consent to this assignment and assumption in no way releases Assignor from its obligations under the Contracts.
3. All terms and provisions of the Contracts shall be and remain in full force and effect as therein written, except as otherwise expressly provided herein.
4. By acceptance hereof, Assignee agrees to assume and become obligated to keep, fulfill, observe, perform and discharge each and every covenant, duty, debt and obligation that may accrue and become performable from and after the date hereof by Assignor under the terms, provisions and conditions of the Contracts.
5. This Assignment is binding upon and shall inure to the benefit of the Parties hereto and their respective authorized agents and representatives, and successors.
6. This assignment may be executed in any manner of counterparts, each of which shall be deemed an original and constitute one and the same instrument.
7. This Assignment is governed by the laws of the State of Texas; and venue for any action shall be in the Collin County, Texas.

<b>ASSIGNOR:</b>	Michelle	<b>ASSIGNEE:</b>	Michelle Ray,
	Warmbrodt,		Attorney
	(Print Name and Title)		(Print Name and Title)
<b>COLLIN COUNTY, TX:</b>			
	Michalyn Rains, CPPO, CPPB, Purchasing Agent		

COURT ORDER NO.:	
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