



## W-9 Cover Sheet

Educational Services Division

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**Instructions:**

1. [Download the IRS W-9 form.](#)
2. Complete – and SIGN – your W-9 form.
3. Complete the cover sheet below.
4. Email both this COVER SHEET and your COMPLETED AND SIGNED W-9 to [fmdw9@ashp.org](mailto:fmdw9@ashp.org).

**Note:** ASHP must have a recent W-9 on file for all presenters receiving honoraria. If you have not submitted a W-9 in the past 18 months, have moved, or have had a name change, ASHP will need a new W-9. If you are uncertain when you last submitted a W-9 to ASHP, please submit a new one.

<b>Name:</b>	
<b>Phone:</b>	
<b>Email:</b>	
<b>Conference:</b>	<div><input type="checkbox"/> Midyear Clinical Meeting &amp; Exhibition</div> <div><input type="checkbox"/> Summer Meetings &amp; Exhibition</div> <div><input type="checkbox"/> National Pharmacy Preceptors Conference</div> <div><input type="checkbox"/> Leaders Conference</div> <div><b>Year:</b> <input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022</div>