



22 South Main Street, Greenville, SC 29601
Phone (864) 242-3003 • Fax (864) 242-9445
www.lincolnergysolutions.com

VENDOR SET-UP PACKAGE

Lincoln Energy Solutions, LLC requires a Federal Tax Identification Number or Social Security Number for all vendors doing business, to comply with federal regulations and tax reporting requirements. To efficiently set up new vendors, please complete the requested forms and return to the following email address: accounting@lincolnergysolutions.com.

Company Name: _____

DBA (if different than above): _____

Contact Name: _____

Mailing Address: _____ State: _____ ZIP Code: _____

Phone: _____ Fax: _____

E-mail: _____

REQUESTED FORMS AND INFORMATION

- ☐ W-9
- ☐ Electronic Fund Transfer Authorization Form
- ☐ Contract

OFFICE USE ONLY		
Date Received:		Date Vendor Entered:
Vendor #:	Net Terms:	Employee Initial:



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ELECTRONIC FUND TRANSFER AUTHORIZATION FORM

I hereby authorize Lincoln Energy Solutions, LLC. ("Lincoln Energy") to initiate a credit/debit entry to my checking/savings account at the financial institution indicated below, and initiate adjustments, if necessary, for any transactions debited/credited in error. This authorization will remain in effect until Lincoln Energy is notified in writing to cancel it in such time to afford Lincoln Energy and the financial institution a reasonable opportunity to act on it.

VENDOR NAME

VENDOR #

NAME OF FINANCIAL INSTITUTION

LOCATION (CITY, STATE)

ACCOUNT TYPE: _____ ZBA _____ CHECKING _____ SAVINGS _____ OTHER _____

ACH ROUTING/TRANSIT NUMBER

--	--	--	--	--	--	--	--	--

ACCOUNT NUMBER

--	--	--	--	--	--	--	--	--	--	--	--	--

FOR _____		
⑆012345678⑆	01234567890123⑆	0123
Bank Routing Number	Bank Account Number	Check Number

REMITTANCE EMAIL

NAME (PLEASE PRINT)

SIGNATURE

DATE

Send completed form along with a copy of either a voided check or bank letter to
accounting@lincolnergysolutions.com



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(Please complete all necessary fields)

CONTACT INFORMATION

BUSINESS CONTACT INFORMATION

Company Name:

DBA (if different than above)

Mailing Address:

City:

State:

ZIP Code:

Physical Address:

City:

State:

ZIP Code:

Phone:

Fax:

E-mail:

Federal I.D.#:

DTN#:

BILLING INFORMATION

Contact Name:

Email Address:

Phone:

Fax:

Contact Name

Email

Receipt Preference

Draft Notice

Fax

☐

Email

☐

DTN

☐

Invoices

☐☐☐

Pricing

☐☐☐

RINS

☐☐☐

Request for Taxpayer Identification Number and Certification

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

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should 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 FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	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. Also see *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 ►
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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.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



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CONTACT INFORMATION

Please send all remittances, invoices with their corresponding BOLs and/or accounting questions to one of the following email addresses listed below:

Fuel Invoice Email Addresses

fuelinvoices@lincolnergysolutions.com
ruben.barrera@lincolnergysolutions.com
ashley.brown@lincolnergysolutions.com
amy.smith@lincolnergysolutions.com

if submitting ethanol invoices please add
dshaw@lincolnergysolutions.com

RINS Transactions

racky.uddin@lincolnergysolutions.com

ACCOUNTING TEAM

accounting@lincolnergysolutions.com

Ashley Brown, Treasury Accountant
ashley.brown@lincolnergysolutions.com

Danyela Shaw, Sr. Billing Specialist (Ethanol)
dshaw@lincolnergysolutions.com

Ruben Barrera, Biodiesel Accountant
ruben.barrera@lincolnergysolutions.com

Amy Smith Peeler, Senior Accounting Specialist
amy.smith@lincolnergysolutions.com

Jennifer Pittman, Accounts Payable Specialist
jennifer.pittman@lincolnergysolutions.com

Seth Black, Accounts Payable Specialist
seth.black@lincolnergysolutions.com

Barry Teague, Asst. Controller
barry.teague@lincolnergysolutions.com

Request for Taxpayer Identification Number and Certification

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

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

Lincoln Energy Solutions, LLC

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC

☐ C Corporation

☐ S Corporation

☐ Partnership

☐ Trust/estate

☒ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► **P**
Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ 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 FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

22 South Main Street

6 City, state, and ZIP code

Greenville, South Carolina 29601

7 List account number(s) here (optional)

Requester's name and address (optional)

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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. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

____ - ____ - ____

or

Employer identification number

5 8 - 1 3 8 2 6 5 0

Part II Certification

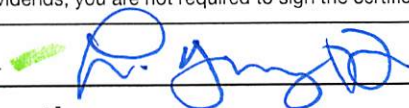
Under penalties of perjury, I certify that:

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 ►

03/16/2023

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- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
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