



*Hope distributed...*



Headquarters:  
432 N Linwood Rd  
Galesburg, IL 61401



(309)343-8568



HopeGalesburg@gmail.com



www.HopeGalesburg.org

*Coming Soon!*

Hope Initiative is looking to partner with local organizations and civic leaders to meet the needs of Galesburg residents and the surrounding rural areas.

Together, with Convoy of Hope- a worldwide non profit organization- we are launching a 5,000 sq ft distribution center that will regularly be stocked with product. This product (including food, cleaning supplies, shoes, backpacks, diapers, toys, and more) is available to your organization **FOR FREE!**

NO CONTRACTS ✓

NO OBLIGATIONS ✓

NO MINIMUMS ✓

NO COST ✓



You can gain access to this FREE product by partnering with Hope Initiative. Fill out the Partner Agency Application attached and send it to our headquarters by mail or email. We will notify you when our distribution center opens and set up product pick up times.

Contact us with any questions you have. We look forward to our partnership as we bring **HOPE** to Galesburg and the surrounding communities.

# Partner Agency Application

Date: \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Street address: \_\_\_\_\_  
*(must be physical address. Post Office boxes are not applicable.)*

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Contact email: \_\_\_\_\_ Phone: \_\_\_\_\_

Alternate Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

What are your hours of operation? \_\_\_\_\_ am to \_\_\_\_\_ pm

Closed: \_\_\_\_\_

Donations received through Convoy of Hope may NOT be sold, bartered, or exchanged. Convoy of Hope aggressively protects its donors from the unacceptable practice of the sale, barter, or exchange of donated items. We expect our Hope Network Members (AND their associated agencies) to abide by our policies and guidelines and to report members and agencies that do not.

Convoy of Hope takes such complaints very seriously. All complaints are investigated and appropriate legal actions, criminal and/or civil, are taken against any member who is not using received items in compliance with Convoy of Hope guidelines. Convoy of Hope cooperates fully with all law enforcement and administrative agencies while investigating complaints. Furthermore, members not using received items in compliance with Convoy of Hope's agency distribution list will be removed from Convoy of Hope's approved list and reinstatement will be contingent upon the outcome of the investigation.

Hope Network Members should realize that violation of Convoy of Hope's policy against sale, barter, or exchange of dated items has far-reaching implications. For instance, donors may discontinue their provisions of food and supplies that other member agencies rely upon to meet the need of children and families.

Please report violations to Jeff Smethers, Senior Director – Distribution, at 417-851-4457.

I have read and understand the above statement and by my signature agree to all terms.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature\*

\_\_\_\_\_

Organization Name

\_\_\_\_\_

Printed Name and Title

\_\_\_\_\_

Organization Address

\_\_\_\_\_

City, State, and Zip Code

\_\_\_\_\_

Jeff Smithers, Senior Director Distribution  
Convoy of Hope

\*Must be signed by the head of the organization applying for aid; i.e. Executive Director, Senior Pastor, President, etc.

# Request for Taxpayer Identification Number and Certification

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

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

See Specific Instructions on page 3.

|   |  |
|---|--|
| <b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.  |  |
| <b>2</b> Business name/disregarded entity name, if different from above   |  |
| <b>3</b> Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.<br><br><input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate<br><br><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____<br><b>Note:</b> 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 <b>not</b> 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.<br><br><input type="checkbox"/> Other (see instructions) ▶ _____ | <b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):<br><br>Exempt payee code (if any) _____<br><br>Exemption from FATCA reporting code (if any) _____<br><br><i>(Applies to accounts maintained outside the U.S.)</i> |
| <b>5</b> Address (number, street, and apt. or suite no.) See instructions.  | Requester's name and address (optional)  |
| <b>6</b> City, state, and ZIP code  |  |
| <b>7</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 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.

|  |   |   |   |   |  |
|--|---|---|---|---|--|
| <b>Social security number</b>  |   |   |   |   |  |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 25%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 40%; border: 1px solid black; height: 20px;"></td> </tr> </table> |   | - |   | - |  |
|  | - |   | - |   |  |
| <b>or</b>  |   |   |   |   |  |
| <b>Employer identification number</b>  |   |   |   |   |  |
| <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%; border: 1px solid black; height: 20px;"></td> <td style="width: 5%; text-align: center;">-</td> <td style="width: 90%; border: 1px solid black; height: 20px;"></td> </tr> </table>  |   | - |   |   |  |
|  | - |   |   |   |  |

## 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.

|                  |                            |        |
|------------------|----------------------------|--------|
| <b>Sign Here</b> | Signature of U.S. person ▶ | Date ▶ |
|------------------|----------------------------|--------|

## 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](http://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.*