

LIBERTY LOCAL SCHOOL DISTRICT

VENDOR NEW HIRE REPORTING FORM

Pursuant to section 3121.891 of the Ohio Revised Code, employers and government entities in the state of Ohio are obligated to report to the Ohio Department Job and Family Services (ODJFS) all employees who reside or work in the State of Ohio. Ohio Revised Code, section 3121.89 defines and "employee" as "an individual who is employed to provide services for compensation to an employer and includes and individual who provides services to an employer under a contract as an independent contractor and who is an individual, the sole shareholder of a corporation, or the sole member of a limited liability company.

In accordance with the above statement, please complete the following information, sign and return to the Liberty Local School District, Treasurer Office, **in order to receive payment** from the Board of Education.

Name of independent contractor/company _____

Do you qualify as an:

- Individual
- Sole shareholder of a corporation
- Sole member of a limited liability company
- None of the above

If you qualify as an individual, sole shareholder of a corporation or sole member of a limited liability company, you must complete the following information:

Legal Name

First _____ Middle _____ Last _____

Legal Address

Street Address _____ Apt. _____

City/State/Zip _____

Date of Birth __/__/__ Social Security No. ____-__-____

Company Federal I.D. Number __-_____

In accordance with the new hire requirements, your federal ID number is not sufficient for new hire reporting. You must disclose your social security number if you are an individual, sole shareholder of a corporation, or sole member of a limited liability company.

Certification:

Signature

Date