

Payments to Foreign Entities

Is the payment for products, goods or foreign source (Services provided outside the U.S.)?

No

Yes

W-8BEN Series for payment

No reporting or withholding necessary

Signed W-8ECI

Signed W-8EXP or W-8IMY

Signed W-8BEN-E

Collect W-8 Series Form

U.S. Tax Reporting ID

Payment usually exempt from withholding

U.S. Tax Reporting ID

Supplier Setup Process: Select type of Income and Upload W-8 Series Form

NO

NO

YES

Is services income listed on line 9?

NO

Payment subject to 30% Withholding

Supplier Setup Process: Select type of income and Upload W-8 Form

Payment subject to 30% Withholding

NO

Part III claiming treaty benefits completed

Enter payment information into Peoplesoft

YES

Payment exempt from withholding

Supplier Setup Process: Select type of income and Upload W-8 Form

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Supplier Setup Process: Select type of Income and Upload W-8 Series Form

Payment exempt if income is covered by an article in the treaty

Supplier Setup Process: Select type of income and Upload W-8 Form

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