



# NATIONAL ASSOCIATION OF REALTORS®

*The Voice for Real Estate®*

NATIONAL ASSOCIATION OF REALTORS®  
430 North Michigan Avenue  
Chicago, Illinois 60611-4067

Executive Offices  
Telephone 312 329-8200

Fax 312 329-8578

Dear Vendor/Customer,

Effective **November 14, 1994**, our Washington DC office will be at a new location. Our new address will be as follows:

**NATIONAL ASSOCIATION OF REALTORS®**  
**700 11th Street NW**  
**WASHINGTON, DC 20001-4507**

This change is for invoices, statements and all correspondence with the DC office. **The Chicago office correspondence should still be sent to the address shown above on the letterhead.**

Also, we are in the process of upgrading our entire information systems network in an effort to improve our responsiveness to both our vendors and customers. In order to ensure a prompt and accurate process, we ask that you complete the attached form.

Please send your completed form to our new DC address: **Attention Finance Department.**

Your prompt cooperation in changing your records and completing the enclosed form will be appreciated, also, this will ensure timely payment of your invoice.

Sincerely,

Carl W. Grant  
Finance and Tax Management Department  
(202) 383-1252



Please return this form to:

**NATIONAL ASSOCIATION OF REALTORS®**  
**ATTENTION: FINANCE DEPT**  
700 11th Street NW  
WASHINGTON, DC 20001-4507

**VENDOR/CUSTOMER NAME:**

**YOUR MAILING ADDRESS:**

**TELEPHONE NUMBER:**

In order to fulfill reporting requirements established by the Internal Revenue Service, we request the following information:

1. Employer Identification Number	
or Social Security Number	

2. Type of Business (Check one)	Corporation	<input type="checkbox"/>
	Partnership	<input type="checkbox"/>
	Sole Proprietor	<input type="checkbox"/>
	Other	<input type="checkbox"/>

3. Certification	
I certify that the above taxpayer identification number and type of business is correct.	
Signature	
Title	Date

**Does your Company have EDI (Electronic Data Interchange) capability? YES or NO**

Your prompt cooperation will be appreciated. Should you have any questions regarding this form you may write or call the Finance Department at (202) 383-1252.

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Federal Election Commission  
ENVELOPE REPLACEMENT PAGE  
FOR INCOMING DOCUMENTS

The Commission has added this page to the end of this filing to indicate how it was received.

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☐ Registered/Certified Mail

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☐ No Postmark

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☐ Received from the House Office of Records  
and Registration

DATE OF RECEIPT

☐ Received from the Senate Office of Public  
Records

DATE OF RECEIPT

☐ Other (Specify):

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and/or DATE OF RECEIPT

JMH  
PREPARER

11-14-94  
DATE PREPARED