

Tax Identification Number (TIN) Matching Processing



TIN Matching

The following information may be used to assist vendors in understanding the enrollment process.

An Internal Revenue Service (IRS) program referred to as TIN Matching allows preparers of Form 1099s to ensure they have the correct taxpayer information on file. The vendor's TIN and IRS Name are verified against the IRS records before their Substitute Form W9 is activated with the State of Florida.

Once a Florida Substitute Form W9 is submitted, the Vendor Management Section (VMS), sends the IRS Name and TIN to the IRS for verification. When the IRS verifies the Form W9 name TIN match, the vendor record is updated with a Y in the W9 field.

Common causes for TIN Match Failures

- TIN submitted by the person or entity was not issued by the IRS
- The IRS Name and TIN submitted does not match the IRS records

In either instance, the person or entity should verify the accuracy of the submitted information with the IRS. It takes approximately 3 weeks for a new TIN application to be updated in the IRS database with numbers.

Note: If verification is not received, it is important that a person or entity call or send an email to VMS if they have recently applied for a TIN or entered their TIN incorrectly!

If assistance is needed with getting a Florida Substitute Form W9 verified, have the vendor (person or entity) contact VMS at:

FLW9@MyFloridaCFO.com

or

(850) 413-5519