

**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF OKLAHOMA**

eVoucher Billing Information: CJA Attorney
Mandatory Information that **MUST** be provided before submission

Attorney Information	Firm Information
Name:	Firm Name
Taxpayer Identification #: <i>(TIN, SS, or EIN number)</i>	Firm Tax Info (EIN):
Address 1:	Address 1:
Address 2:	Address 2:
City:	City:
State: ZIP Code:	State: ZIP Code:
Phone #:	Phone #:
Main Email:	
Second Email:	
Third Email:	
<p>I have an eVoucher Account in another district. Please assign me the same User Login indicated below for use in this district. I understand that the Clerk in this district will issue me a different password.</p> <p>District: _____ User Login: _____</p>	
Billing Information	
Billing Type:	Self-Employed Firm Associate
Bank Name:	Routing # <i>(this nine digit number appears on your checks, but do not include individual check numbers):</i>
City:	Account #:
State: ZIP Code:	Type of Account: <i>(select one)</i> Checking Savings

Type of Organization for 1099 reporting:

- sole proprietorship;
- corporate entity *(not tax-exempt)*;
- health care provider;
- government entity *(write in either federal, state or local)*

- partnership;
- corporate entity *(tax-exempt)*;
- other: _____

Taxpayer Identification Number Certification

Under penalties of perjury, I certify that:

1. The Taxpayer Identification Number listed in the Vendor Address area above is the correct number assigned 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 and dividends, or (c) the IRS has notified me that I am no longer subject to the backup withholding, and
3. I am a U.S. citizen or other U.S. person (*defined below*).

You must select this check box 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. If you make a false statement with no reasonable basis that results in no backup withholdings, you are subject to a \$500 penalty. Willfully falsifying certifications or affirmations on this form may subject you to criminal penalties including fines and/or imprisonment.

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Fax completed form to: 918-699-4756
Or mail completed form to: Clerk, U.S. District Court
333 W 4th Street
Room 411
Tulsa, OK 74103
Attn: eVoucher Registration
Or email completed form to: eVoucher_OKND@oknd.uscourts.gov

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Definitions:

"Taxpayer Identification (*TIN, SS, or EIN number*)" is the number required by the Internal Revenue Service (IRS) to be used in reporting income tax and other returns. The TIN may be either a social security number (SSN) or an employer identification number (EIN).

"U.S. person" means:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States.

The TIN, as well as the information above is required in order to comply with debt collection requirements of [31 U.S.C. §§ 7701\(c\)](#) and [3325\(d\)](#), reporting requirements of [26 U.S.C. §§ 6041](#) and [6041A](#), and implementing regulations issued by the IRS. Failure or refusal to furnish this information may result in 28 percent backup withholding on any payments otherwise due under any awarded contract or purchase order.

The TIN may be used by the government to collect and report on any delinquent amounts arising out of the vendor's relationship with the government ([31 U.S.C. § 7701\(c\)\(3\)](#)). The TIN provided may be matched with IRS records to verify its accuracy.

For Court/FPD Use Only	
Login:	Password:
Billing Code:	