



United States Department of the Interior

MINERALS MANAGEMENT SERVICE
Minerals Revenue Management
P.O. Box 25165
Denver, Colorado 80225-0165
www.doi.gov/mms



NOV 16 2001

Dear Reporter:

Subject: Request for Taxpayer Identification Number

The Debt Collection Improvement Act of 1996 (31 U.S.C. § 7701) requires Minerals Management Service (MMS) to collect Taxpayer Identification Numbers (TIN) from all persons with whom we do business. We request your cooperation in completing and returning an Internal Revenue Service (IRS) Form W-9, Request for a TIN and Certification (enclosure). Either of two identification numbers can be entered as TINs on the IRS Form W-9: a social security number (SSN) or an employer identification number (Federal tax ID number). We highly encourage using the Federal tax ID number. You may obtain a Federal tax ID number online from the IRS or by filing an IRS Form SS-4. If you are not already using a Federal tax ID number, the IRS estimates that applying for and obtaining one requires less than 2 hours. Using a Federal tax ID number for your business activities, such as reporting and paying rents and royalties to MMS, protects the privacy of your SSN. For this reason, we request that you report a Federal tax ID number(s) on the enclosed IRS Form W-9. For more information on obtaining a Federal tax ID number, see <http://www.irs.gov/businesses/small/article/0,,id=98350,00.html>.

The Internal Revenue Code (26 U.S.C. § 6109) requires your accurate response to this request. Failure to furnish and certify your TIN may result in IRS penalties. The TIN will be used to collect delinquent amounts and report payment data to the IRS as required by 26 CFR § 1.6041-1. This information request is exempt from the requirements of the Paperwork Reduction Act of 1995 according to the regulations at 5 CFR § 1320.3(h)(1).

Please include your payor or billee code on the top of the enclosed IRS Form W-9. Make as many copies of this blank form as necessary to cover all payor and billee codes for which you report and pay. We must have an original signature for the certification. Submit the completed form(s) within 30 days to: Mr. Timothy Allard, Minerals Management Service, Minerals Revenue Management, P.O. Box 25165, MS 350B1, Denver, Colorado 80225. If you have any questions, feel free to call your MMS contact.

Sincerely,

Phillip D. Sikora
Chief, Financial Management

Enclosure