## Business Category

William H. Sadlier, Inc. has been providing educational materials since its founding in 1832. Sadlier produces a full range of educational content and services used in schools, educational institutions, and homes for students in pre-K-12. Catalogs are published annually and posted to our website [www.sadlier.com](http://www.sadlier.com). eStore and catalog prices reflect a discount, applicable when shipping to educational institutions only. Prices are in effect October 1, 2023 through September 30, 2024 and subject to change without notice.

<table>
<thead>
<tr>
<th>State of Incorporation</th>
<th>New York</th>
<th>Federal ID #13-5363840</th>
<th>DUNS #001265057</th>
</tr>
</thead>
</table>

## Sales Management Contact Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Email Address</th>
<th>Phone Numbers</th>
<th>State/Region</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beth O'Donnell</td>
<td><a href="mailto:bodonnell@sadlier.com">bodonnell@sadlier.com</a></td>
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<td>PA NJ NY ALL NEW ENGLAND</td>
</tr>
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<td>484-431-8314</td>
<td>VA MD &amp; ALL MID-WEST</td>
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<td>Tim Regan</td>
<td><a href="mailto:tregan@sadlier.com">tregan@sadlier.com</a></td>
<td>908-415-6248</td>
<td>NY PA NJ CA</td>
</tr>
<tr>
<td>Alan Paternoster</td>
<td><a href="mailto:apaternoster@sadlier.com">apaternoster@sadlier.com</a></td>
<td>646-400-9651</td>
<td>SOUTHERN STATES</td>
</tr>
<tr>
<td>William Dinger, Jr.</td>
<td><a href="mailto:bdingerjr@sadlier.com">bdingerjr@sadlier.com</a></td>
<td>917-679-4118</td>
<td>INTERNATIONAL DIVISION</td>
</tr>
</tbody>
</table>

To contact your local Sadlier Sales Representative please visit [https://www.sadlier.com/find-a-sales-representative](https://www.sadlier.com/find-a-sales-representative)

## Payment Terms

Payment Terms: Net 30 days

For credit card payment we accept Visa, Mastercard, the Discover Card, and American Express.

Sadlier accepts payment by ClassWallet, please upload your Sadlier Invoice or Purchase Order to ClassWallet, and then ClassWallet will process the payment to Sadlier.

All orders are subject to sales tax where applicable. First-time orders from state sales tax-exempt organizations must include a copy of state sales tax exemption certificate for the state sales tax to be waived.
Form W-9

Request for Taxpayer Identification Number and Certification

Purpose of Form
An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

General Instructions
Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

See Specific Instructions on page 3:

© Form 1099-INT (interest earned or paid)
* Form 1099-A (acquisition or abandonment of secured property)
* Form 1099-C (canceled debt)
* Form 1099-S (proceeds from real estate transactions)
* Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
* Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
* Form 1099-DIV (dividends, including those from stocks or mutual funds)

Department of the Treasury
Internal Revenue Service

William H. Sadlier, Inc.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC
☐ Limited liability company. Enter the tax classification (C=Corporation, S=Corporation, P=Partnership) ▶

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)
Exemption from FATCA reporting code (if any)

(Appplies to accounts maintained outside the U.S.)

Print or type.

See Specific Instructions on page 3:

Cat. No. 10231X

Form W-9 (Rev. 10-2018)