

**PROPOSED REVISIONS TO CLAUSE 11 –
IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION**

11. IDENTIFYING INFORMATION AND PRIVACY NOTIFICATION. (a) ~~FEDERAL EMPLOYER IDENTIFICATION NUMBER(S) and/or FEDERAL SOCIAL SECURITY NUMBER. Every All~~ invoices or New York State ~~Claim for Payment~~ standard vouchers submitted to a New York State agency by a payee, for payment for the sale of goods or services or for transactions (e.g., the leases, easements, licenses, etc.) related to ~~of~~ real or personal property, ~~to a New York State agency~~ must include the payee's identification number. ~~, i.e., the seller's or lessor's identification number.~~ The number is any or all of the following: (i) either the payee's Federal employer identification number, (ii) the payee's Federal social security number, and/or (iii) the payee's Vendor Identification Number assigned by the New York State Statewide Financial System. ~~both such numbers when the payee has both such numbers.~~ Failure to include ~~such~~ this number or numbers may delay payment. Where the payee does not have such number or numbers, the payee, on its invoice or ~~Claim for Payment~~ New York State standard voucher, must give the reason or reasons why the payee does not have such number or numbers.

(b) PRIVACY NOTIFICATION. (1) The authority to request the above personal information from a seller of goods or services or a lessor of real or personal property, and the authority to maintain such information, is found in Section 5 of the State Tax Law. Disclosure of this information by the seller or lessor to the State is mandatory. The principal purpose for which the information is collected is to enable the State to identify individuals, businesses and others who have been delinquent in filing tax returns or may have understated their tax liabilities and to generally identify persons affected by the taxes administered by the Commissioner of Taxation and Finance. The information will be used for tax administration purposes and for any other purpose authorized by law.

(2) The personal information is requested by the purchasing unit of the agency contracting to purchase the goods or services or lease the real or personal property covered by this contract or lease. The information is maintained in New York State's Central Accounting System by the Director of Accounting Operations, Office of the State Comptroller, AESOB, Albany, New York 12236.