

ADMINISTRATIVE OFFICE OF THE UNITED STATES COURTS

**Request to Determine Foreign Vendor Tax Payments**

For any questions regarding the taxability of your foreign vendor payment, please contact the Payment Management Branch by phone at 202-502-4829 or via email at [tax\\_compliance@ao.uscourts.gov](mailto:tax_compliance@ao.uscourts.gov). All Fields outlined in red are required.

Payee Name: \_\_\_\_\_

Vendor Code: \_\_\_\_\_

**Amount to be paid (In Dollars):**

Principal: \_\_\_\_\_

Interest (if applicable): \_\_\_\_\_

**Type of Payment (select one):**

- Restitution;
- Unclaimed Funds;
- Registry Funds;
- Criminal Bond;
- Contract;
- Criminal Justice Act (Attorney);
- Criminal Justice Act (Services Other than Counsel); or
- Other (Explain):

\_\_\_\_\_

If a service contract or CJA vendor, will the service be performed in the United States? \_\_\_\_\_

**Funding Information:**

\_\_\_\_\_

<i>Fiscal Year</i>	<i>Fund</i>	<i>Budget Org</i>	<i>Cost Org</i>	<i>Object Code</i>
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**Obligation:**

\_\_\_\_\_

<i>Number</i>	<i>Type</i>	<i>Item Line</i>	<i>Accounting Line</i>
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**Proposed Payment Method:** \_\_\_\_\_

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**If payment is to be made via international wire transfer, provide the following Bank information as applicable:**

Legal Name on Account: \_\_\_\_\_

Account Holders Address: \_\_\_\_\_

**Receiving Bank**

SWIFT Routing # or SWIFTBIC: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

IBAN, BSB (*Australia*) or CLABE (*Mexico*): \_\_\_\_\_

Sort Code: \_\_\_\_\_

**Domestic United States Intermediary Bank (*If applicable*)**

ABA Routing # or SWIFTBIC: \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

**International Intermediary Bank (*If applicable*)**

SWIFT Bank Identifier Code (SWIFTBIC): \_\_\_\_\_

Bank Name: \_\_\_\_\_

Bank Address: \_\_\_\_\_

Bank Account Number: \_\_\_\_\_

IBAN, BSB (*Australia*) or CLABE (*Mexico*): \_\_\_\_\_

Sort Code: \_\_\_\_\_

\_\_\_\_\_  
Name of Requester

\_\_\_\_\_  
*Court Unit/FPDO*