

0 = Refunds

Revenue Refunds that are normally a one time occurrence and have no IRS 1099-MISC reporting requirement.

1 = Employee

Payment to employees for reimbursements of travel and expenses as defined within SAAM. Employees are individuals who were hired by an agency and whose work is directed by the agency. All employees and board and commission members who are compensated via HRMS, are included in the Statewide Employee Table.

2 = Federal Agency

Federal agencies that are recognized by the US constitution/laws examples would be US Treasurer, US Department of Agriculture, Indian Tribes, etc.

3 = State Agency

A state agency can be from any US state that is recognized as having responsibility for its state business or education. (In State example: Secretary of State, State Auditor, University of Washington; Out of State Example: California Office of the Governor, University of Miami)

4 = Local Government

These are counties, towns, cities, local municipalities, districts, region, public school districts, PUD, ports, and hospitals.

5 = Volunteers

Individuals who are not employees and do not receive payment for service or time, but may be reimbursed for out of pocket expenses.

6 = Boards/Councils/Comm Members

Board Members, Council Members, & Commission Members who have been appointed or elected to serve in a rule making or advisory capacity. Some may receive compensation and others may be completely volunteer. They may be reimbursed for out of pocket expense similar to an Employee. Board and Commission members, who are not compensated via HRMS, are included in the Statewide Vendor Table.

7 = Tax Exempt Organization

Organizations that have been given this designation must be certified by the Internal Revenue Service. (Not the same as NON- PROFIT.)

8 = Foreign Vendor

Person or business located outside of the United States (U.S.) without a Taxpayer Identification Number (TIN).

A = Attorneys (Partnership, LLC Corp, LLC Partnership, LLC S Corp, S Corp)

Businesses that are recognized as being experts in interpreting the laws of the state or US and assists others in bringing their issues to light.

C = Corporation (LLC S Corp, S Corp, LLC Corp)

Corporations are a type of legal entity formed to conduct business and have rights, privileges, and liabilities distinct from those who are members and are recognized by the IRS as being a corporation.

D = In-Home Caregivers for Vulnerable populations

Defined as a sole proprietor/individual that provides In-Home care for vulnerable populations as defined by RCW 42.56.640.

L = Community members for Class-1 work group.

Defined as a sole proprietor/individual that is a community member that belongs to a Class-1 Work group as defined by RCW 43.03.220.

M = Medical (Corp, Partnership, LLC Corp, LLC Partnership, LLC S Corp, S Corp)

Businesses that are defined as corporations, partnerships or S corporation but is paid for medical services. (Examples include Mental examines, physical examines, labs, dental, etc)

N = Clients – Legal Resident

An individual or group who receives service from your agency and is a legal resident of the United States.

P = Partnership (LLC Partnership)

A partnership is a type of business entity in which partners (owners) share with each other the profits or losses of the business. An example of a partnership is a REMIC (Real Estate Mortgage Investment Conduit).

S = Sole Proprietor/Individual (LLC Sole Proprietor)

A sole proprietor/individual is a type of business entity which is owned and run by one individual where there is no legal distinction between the owner and the business.

T = Trust/Estate

A valid trust, estate or pension trust this designation does not apply to corporations and must be deemed as a valid trust, estate or pension trust with the IRS.

X = Non-Profit Organization

A nonprofit organization is an organization that does not distribute its surplus funds to owners or shareholders, but instead uses them to help pursue its goals. (Examples include charities, trade unions, private hospitals, private colleges, public arts organizations, etc.)

Y = Clients–Non Resident Alien

An individual or group who receives service from your agency and the person is in the country but is not a citizen of the United States.

Z = Clients–Resident Alien

An individual or group who receives service from your agency and the person has a temporary or permanent residence in the country but is not a citizen of the United States.