

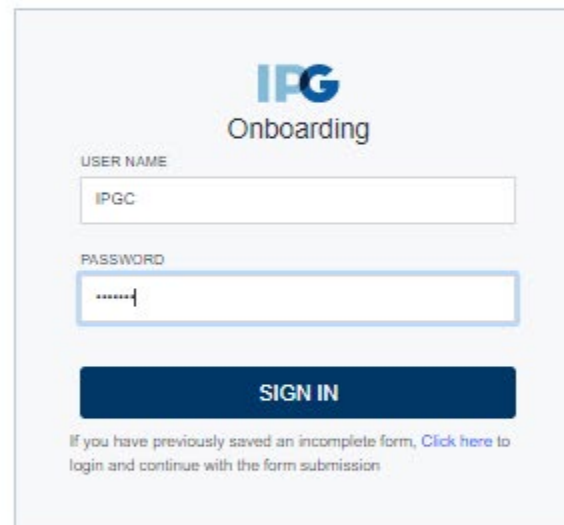
interpublic group is a global provider of marketing solutions.

Welcome to The Interpublic Group U.S. Tax Documentation Submission Process

Through our over 50,000 employees in all major world markets, our companies specialize in consumer advertising, digital marketing, communications planning and media buying, public relations and specialty marketing. IPG agencies create customized marketing programs for many of the world's largest companies through our comprehensive global services. The work our agencies produce helps clients build brands, increase sales of their products and services and gain market share. Major global brands include Craft, FCB, Golin, Huge, Initiative, Jack Morton Worldwide, McCann, Momentum, MullenLowe Group, Octagon, R/GA, UM and Weber Shandwick. Other leading brands include Avrett Free Ginsberg, Campbell Ewald, Carmichael Lynch, Deutsch, and ID Media. And there are many more.

Registering as a potential vendor through this portal helps all of the IPG companies maintain compliance with the IRS regulations and will hopefully help you as a vendor to register with ease through a series of questions. We appreciate your cooperation.

US English ▼



The image shows a screenshot of the IPG Onboarding login page. At the top center is the IPG logo with the word "Onboarding" below it. There are two input fields: "USER NAME" with the text "IPGC" and "PASSWORD" with masked characters. Below the fields is a dark blue "SIGN IN" button. At the bottom, there is a link: "If you have previously saved an incomplete form, [Click here](#) to login and continue with the form submission".

*IPGC
Welcome
(these are case sensitive)*

*Form is also available in French
and Spanish*

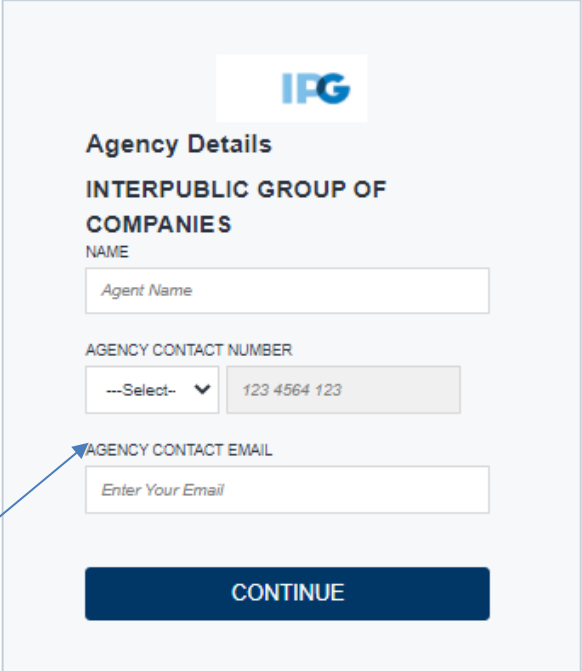
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Add information (to be provided):
<Agency Contact Name>
<Agency Contact Number>
<Agency Contact Email Address>
Click "continue"



IPG

Agency Details
**INTERPUBLIC GROUP OF
COMPANIES**

NAME

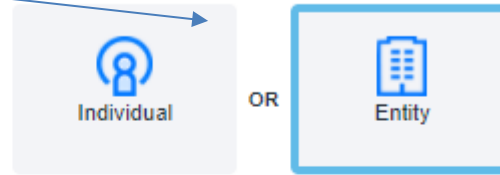
AGENCY CONTACT NUMBER

AGENCY CONTACT EMAIL

CONTINUE

Click this, if you are completing this as an individual. If you plan to complete as an entity, please let me know and I will send a different tutorial.

Account Holder Details



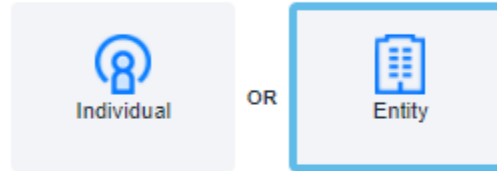
Then click the + sign

+ Basic Details ¹

+ TAX Identification Numbers ¹

+ Permanent Residence Address ¹

Account Holder Details



Complete these

⊖ Basic Details ¹

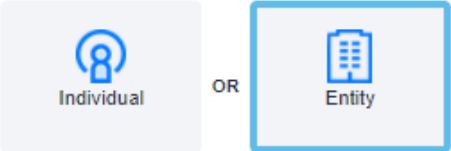
Are you a U.S. Entity? * Yes No

Entity Name *

⊕ TAX Identification Numbers ¹

Then click the + sign

Use drop-down to select country



+ Basic Details ¹

- TAX Identification Numbers ¹

U.S. TIN Type
--Select--

U.S. TIN
Enter US TIN

Foreign TIN Country
--Select--

Foreign TIN
Enter Foreign TIN

TIN format not available

List your TIN
Check this box

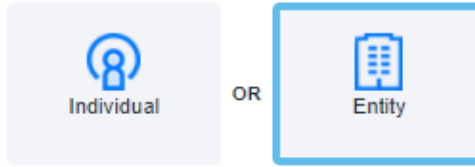
GIIN ¹
Enter GIIN

Then click the + sign

+ Permanent Residence Address ¹

Account Holder Details

List your address



Use the drop-down menu to find the applicable country

+ Basic Details ⓘ

+ TAX Identification Numbers ⓘ

- Permanent Residence Address ⓘ

Line 1: <input type="text" value="Enter House Number or Name"/>	Line 2: <input type="text" value="Enter Additional Information"/>	City / Town: <input type="text" value="Enter City or Town"/>	State / Province/ County: <input type="text" value="Enter State or Province"/>
Zip / Postal Code: <input type="text" value="Enter Zip or Postal Code"/>	Country: <input type="text" value="---Select---"/>		
Is this address a Post Office Box? <input type="radio"/> Yes <input checked="" type="radio"/> No	Is this an In Care Of address? <input type="radio"/> Yes <input checked="" type="radio"/> No	Is there an alternative mailing address? <input type="radio"/> Yes <input checked="" type="radio"/> No	

+ Contact Details ⓘ

Answer these three questions:

Then click the + sign

⊖ Contact Details ⁱ

First Name *

Enter First Name

Last Name *

Enter Last Name

Email *

example@domain.com

Primary Contact Number

---Select---

Enter Primary Contact Number

Alternative Number

---Select---

Enter Alternative Number

[Add Alternative Number](#)

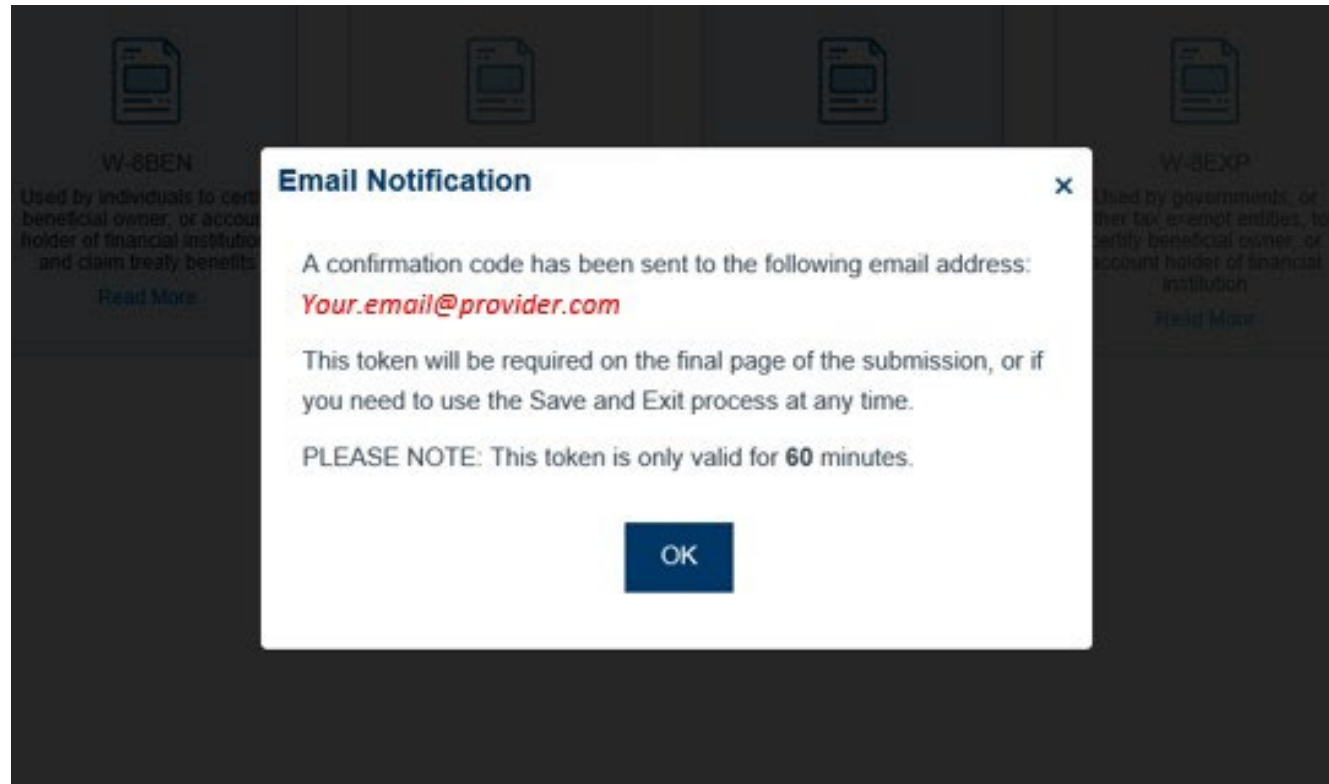
Add name, email & phone number here

Select the "I agree to the Terms & Conditions" box

I agree to the [Terms & conditions](#)

CONTINUE

Check the inbox of the email account you provided earlier. There will be a six-character code that is required to continue.



Email Notification ✕

A confirmation code has been sent to the following email address:
Your.email@provider.com


This token will be required on the final page of the submission, or if you need to use the Save and Exit process at any time.

PLEASE NOTE: This token is only valid for **60** minutes.


OK

Certificate Selection for U.S. Tax Purposes ⓘ


FORM GUIDE




W-9
Used by individuals and entities to certify US Tax ID number
[Read More](#)



W-8BEN
Used by individuals to certify beneficial owner, or account holder of financial institution, and claim treaty benefits
[Read More](#)



W-8BEN-E
Used by entities to certify beneficial owner, or account holder of financial institution, and claim treaty benefits
[Read More](#)



W-8ECI
Used by individuals, or entities, to certify beneficial owner receiving U.S. sourced income that is effectively connected with a U.S. trade or business
[Read More](#)



W-8EXP
Used by governments, or other tax exempt entities, to certify beneficial owner, or account holder of financial institution
[Read More](#)



W-8IMY
Used by entities to certify intermediary, or flow through entity, receiving payments on behalf of another person
[Read More](#)

Click on Form to Select

CONTINUE

Form Guide can be used for assistance

Click on Continue

Do you want to go back?

← BACK

For entities the forms are:


- W - 8EXP - Foreign governments, foundations, and tax-exempt organizations, as well as governments of a U.S. possession or foreign central banks of issue
- W - 8ECI - Foreign individuals who engage in a trade or business in the United States and receive income from U.S. sources
- W - 8BEN - E - Foreign entities who receive certain types of income in the United States
- W - 8IMY - Any person acting as an intermediary; normally used by non-U.S. partnerships.

The most common, which you appear to have help/text open, is the W – 8 BEN - E , but please read text under each form to make sure you select the most appropriate for your company.

Chapter 3 Status

CHAPTER 3 STATUS GUIDE

View Form
View Instructions

Confirmation of status: * 

Corporation

Business Name:

IC International Company

Business Name or disregarded entity name if different:

Country of incorporation / organization: *

Canada

SAVE & EXIT

CONTINUE

Do you want to go back?

← BACK

Pre populates

Pre populates but can be changed

Drop down list of company status.

Guide available for Chapter 3 Status if needed.

Select Continue

Declaration of U.S. Sourced Income

Please read the statement below. If relevant, confirm that this statement applies by declaring 'U.S. Sourced Income'.

If you manufacture or produce, provide goods and materials, or undertake any associated services within the United States, please select "U.S. Sourced Income" and you will be provided with a list of income types. You should select all that may apply, answering the associated questions and providing an indication of allocation percentage that the income type represents. On receipt of invoice, we will compare the information given to assist in the calculation of U.S. withholding rates that may apply. Failure to make the correct declarations may result in an incorrect withholding rate.

Declaration of No U.S. Sourced Income

If the above statement does not apply, you may need to instead select 'No U.S. Sourced Income'. Please read the following statements and, if these apply, read the following declaration before selecting 'No U.S. Sourced Income'.

- You only provide goods and materials, and
- Manufacturing or production is undertaken entirely outside of the United States and its territories, and
- Any associated services provided are also undertaken entirely outside of the United States and its territories.

Declaration

Under penalties of perjury, I confirm that the goods or materials provided and/or manufactured and/or any and all associated services, including consultancy, implementation, training or support are undertaken entirely from locations outside of the United States and United States territories.

I further confirm that should this situation change, I will provide adequate notification and clearly identify items that may be considered gained from U.S. sources on any invoices submitted. I will also submit an updated U.S. Sourced Income statement.

U.S. SOURCED INCOME

NO U.S. SOURCED INCOME

Do you want to go back?

← BACK

If services were performed outside of the U.S. then select "No US Sourced Income".

Taxpayer Identification Number ⓘ

U.S. TIN Type * ⓘ

U.S. TIN not applicable

U.S. TIN

Enter U.S. TIN

Not Available

Foreign TIN Country *

Canada

Foreign TIN

AAA6789ADSFSD

Not Available

TIN format not available

Global Intermediary Identification Number (GIIN) *

--Select--

GIIN ⓘ

ENTER GIIN

Not Available

SAVE & EXIT

CONTINUE

Do you want to go back?

← BACK

Select GIIN Not Available (if company does not have this number)

Confirm all other fields and select Continue

Treaty Claim Statement 1

Is this submission being made to claim treaty benefits? 1 *

Yes No

SAVE & EXIT

CONTINUE

Do you want to go back?

← BACK

If No U.S Source Income selected, then select No
The statement below provides additional information on
Treaty claims

Treaty claim

Information on tax treaties can be found at <https://www.irs.gov/businesses/international-businesses/united-states-income-tax-treaties-a-to-z>. Generally, reduced rates of withholding under a treaty claim only apply when 1) there is a treaty in force with a respective country in the US, 2) the income type qualifies for reduced rates of withholding under the treaty and 3) the income is U.S. source income (sourcing varies based on income type). If there is no U.S. source income, technically there is no need for a treaty claim though practically, some clients or customers may still want to request or provide treaty claim information in the event that the income does become U.S. sourced at a later date.

If claiming benefits of tax treaty, there will be additional questions on regarding income and treaty specifics along with the tax rates you may be selecting.

Warning message will appear to confirm that you only provide services outside of the U.S.

Warning



Treaty119 

You have selected NO to the US tax treaty claim question, this indicates that either:

1. You do not wish to claim treaty benefits that may be available. (up to 30% withholding may apply)
2. Treaty benefits are not applicable. (up to 30% withholding may apply)
3. You have declared that you ONLY provide services, goods or materials entirely from non-US jurisdictions

If this is correct please continue to the next stage or go back to change your selection.

Change

Continue

Attach Supporting Documentation !

Certificate of incorporation
A legal document relating to the formation of a company or corporation

Choose File No file chosen

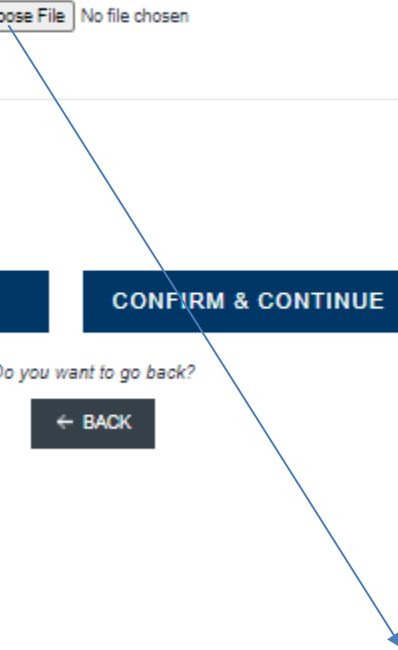
ADD ADDITIONAL DOCUMENTATION

SAVE & EXIT

CONFIRM & CONTINUE

Do you want to go back?

← BACK



Load an image of your Certificate of Incorporation and use the Choose file to select and upload to site.

Select Confirm and Continue

Read and Select the box for each statement below.

Certification ⓘ

I certify that (Check All). Checking the box signifies you have read the statement, even if it does not directly apply.

Under penalties of perjury, I declare that I have examined the information on this form and to the best of my knowledge and belief it is true, correct, and complete. I further certify under penalties of perjury that:

- 1. I am the individual that is the beneficial owner (or am authorized to sign for the individual that is the beneficial owner) of all the income to which this form relates or am using this form to document myself as an individual that is an owner or account holder of a foreign financial institution
- 2. The person named on line 1 of this form is not a U.S. person,
- 3. The income to which this form relates is:
 - (a) not effectively connected with the conduct of a trade or business in the United States,
 - (b) effectively connected but is not subject to tax under an applicable income tax treaty, or
 - (c) the partner's share of a partnership's effectively connected income,
- 4. The person named on line 1 of this form is a resident of the treaty country listed on line 9 of the form (if any) within the meaning of the income tax treaty between the United States and that country, and
- 5. For broker transactions or barter exchanges, the beneficial owner is an exempt foreign person as defined in the instructions.
- Furthermore, I authorize this form to be provided to any withholding agent that has control, receipt, or custody of the income of which I am the beneficial owner or any withholding agent that can disburse or make payments of the income of which I am the beneficial owner. I agree that I will submit a new form within 30 days if any certification made on this form becomes incorrect.
- Check to confirm you have reviewed the Electronic Form ([View Electronic Form](#))

SAVE & EXIT **CONTINUE**

Do you want to go back?

← BACK

Click this box and review your W-8BEN - E. It will appear with all the details you input.

Select Continue

View Form
View Instructions

STEP I	▼
STEP II	▼
STEP III	▼
STEP IV	▼
<ul style="list-style-type: none"> Penalties of Perjury Certification Electronic Signature U.S. Tax Certification Complete 	

Part II Certification

W-8BEN Electronic Substitute Form Statement

Signed by: ⁱ *Enter name*

Enter confirmation code: ⁱ *List 6-character confirmation code sent via email.*

[Resend confirmation code](#)

Date: *Date will pre-populate*

Capacity: ⁱ

Please "check" box to confirm your acceptance with the above declarations ⁱ

Capacity should pre-populate; if not, use drop down menu.

Check box to accept.

SAVE & EXIT

SUBMIT ELECTRONICALLY

Do you want to go back?

← BACK

Click "Submit Electronically"

The Internal Revenue Service does not require your consent to any provisions of this document other than the certifications required to establish your status as a non-U.S. individual and, if applicable, obtain a reduced rate of withholding.

Electronic Submission Declaration:

Under Penalties of Perjury, you hereby declare that, pursuant to the Electronic Signature in Global and National Commerce Act - the E-Sign Act - Title 15 U.S.C. §7001, you are declaring that you have examined the information you are about to electronically submit and that to the best of your knowledge and belief it is true, correct and complete.

Furthermore, you acknowledge that you understand your rights and obligations under Title 28 U.S.C. §1746 governing unsworn declarations made under the Penalties of Perjury.

Additionally, you are certifying that you have read and agreed to the certification statement presented through the submission process, confirming the following statements:

I agree with the above declaration

Click "I agree..."

SUBMIT

Press "Submit"

Using the scroll-bar, go to the bottom of the declaration. Once at the bottom, "I agree with the above declaration" will become active.



Thank you for completing The U.S. Withholding Certification Submission Process

Submitted information has been passed on to our administration team to validate against data on file.

You do not need to contact us to confirm delivery.

You will be contacted if additional information is required.

If you are using a public computer, please clear your cookies.

You're done!

*If you would like a copy of the _____
process, you may download a PDF.*

DOWNLOAD PDF

EXIT →

21

You're done!

*If you would like a copy of the
process, you may download a PDF.*