

Legacy.com W-9 Submission Guide

Submit Your W-9 to Receive Flower Revenue Share

Why We Need a W-9

To share flower order revenue with your funeral home, we are required by the IRS to collect a completed W-9 form. This allows us to properly report earnings and issue any necessary tax forms at year-end.

Step 1: Download the W-9 Form

You can download the official W-9 form from the IRS: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

Or, use our editable version to fill it out digitally and email it back:

<https://www.legacy.com/funeral-homes/salespage/view/form-w9blank>

Step 2: Fill Out the Form

- Line 1: Legal name of your funeral home or business (as on your tax return)
- Line 2: Business name (if different, i.e., DBA)
- Line 3: Check your tax classification
- Line 5 & 6: Enter business address
- Part I: Enter your Employer Identification Number (EIN)
- Part II: Sign and date the form

Tip: Use Adobe Acrobat or our editable form link to complete and sign the form digitally.

Important: Ensure all fields are filled out and the form is signed.

Step 3: Email the Completed Form

Send your signed W-9 to: accountsupport@legacy.com

Only one submission is needed unless your business info changes.

Start Earning

Once your W-9 is on file, you'll begin receiving revenue share from flower orders placed through your obituaries on Legacy.com.

Questions? Contact us at accountsupport@legacy.com