



City of Yonkers/Yonkers Public Schools  
 One Larkin Center – 3<sup>rd</sup> Floor  
 Yonkers, New York 10701  
 (914) 377-6030

CITY OF YONKERS/YONKERS PUBLIC SCHOOLS  
*Purchasing*

*Mike Spano, Mayor*  
*Tom Collich, Director*

**Request for New Vendor Code**

Dear Vendor:

In order for the City to issue your company a contract or purchase order, we must assign your company a new vendor code.

The Internal Revenue Service (IRS) regulations require that the City have on file a Taxpayer Identification Number (TIN) for all individuals and businesses supplying the City with taxable goods and services. Please complete (type or print) this form and the attached W-9 form and return to this office via email. Please note, PO Box Numbers are not acceptable as formal street addresses (only remit) for tax purposes.

After receiving this completed form via email, another representative from our Accounting office will reach out to you to provide instructions on electronic payment options.

Person and/or Vendor Name: Royal Coach Lines, LLC

D.B.A. Name: (If applicable) \_\_\_\_\_

Address: 1010 Nepperhan Avenue Address line 2: \_\_\_\_\_

City: Yonkers State: NY Zip: 10703

Remit address (If different from above): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Vendor website: www.royalcoachlines.com

Contact Person Dominick Dellicurti Title Accounts Receivable

Telephone No. 914-733-7026 Fax No. 914-733-3174

E-Mail: dominick.dellicurti@royalcoachlines.com

Industry: School Bus Transportation Receives a 1099 Form  Yes  No

Do you qualify as a 501C business for non profit:  Yes  No

Are you a Law Firm?  Yes  No Is this a Rent Payment?  Yes  No

RETURN TO: Name: Nicole Galdi

E-mail: Nicole.Galdi@YonkersNY.gov