Request for W-9 and Vendor Information

Date: _____

Dear Valued Seller,

Thank you for choosing Atlanta Gold & Coin for the sale of your precious metals. Before we can set you up as a vendor and issue payment, we need a few documents for our records and for IRS reporting and anti-money-laundering (AML/KYC) compliance. Please complete and return the following:

- ☐ **Vendor / Seller Application** (pages 2–5 of this packet), completed, initialed and signed where indicated.
- ☐ **IRS Form W-9**, completed and signed. A blank copy is enclosed, or download it at irs.gov/pub/irs-pdf/fw9.pdf.
- ☐ **A copy of a valid government-issued photo ID** (driver's license, state ID or passport).
- ☐ **A voided check or bank letter**, if you would like to be paid by ACH or wire transfer.

Please return the completed documents by email — **Email Us** (wholesale@atlantagoldandcoin.com) — or bring them to our Alpharetta office. Because these forms contain sensitive information, please send them as attachments rather than typing your Social Security or account numbers into the body of an email; if you prefer, call us at (404) 236-9744 and we will arrange another secure way to receive them.

Payment is issued once your documents are received and the metals have been verified; please see the **Payment Timing Notice** on page 4 for details. If you have any questions, we are happy to help.

Thank you,

Atlanta Gold & Coin
8480 Holcomb Bridge Road, #200, Alpharetta, GA 30022
(404) 236-9744

WHAT'S IN THIS PACKET: Page 1 – this request; Page 2 – Seller information, principals and payment instructions; Page 3 – Beneficial ownership and seller profile; Page 4 – Seller Terms & Buyer Protection Agreement and Payment Timing Notice; Page 5 – Required documents, certification and signature. The blank IRS Form W-9 is provided as a separate file.

Vendor / Seller Application

DATE:

ACCOUNT NO.:

Account No. assigned by AGC

SELLER / BUSINESS INFORMATION

LEGAL NAME (INDIVIDUAL OR BUSINESS)	DBA / TRADE NAME (IF ANY)

CONTACT PERSON	TITLE	YEARS IN BUSINESS

STREET ADDRESS

CITY	STATE	ZIP	COUNTRY

PHONE	MOBILE / ALTERNATE PHONE	EMAIL

TYPE OF ENTITY

☐ Individual ☐ Sole Proprietorship ☐ Partnership ☐ Corporation ☐ LLC Other:

STATE OF FORMATION (BUSINESSES)	WEBSITE (IF ANY)	DEALER / SALES TAX LICENSE NO. (IF ANY)

Taxpayer identification number (SSN or EIN): provide on the enclosed IRS Form W-9 only. Do not write it on this application.

PRINCIPALS / AUTHORIZED CONTACTS

NAME (1)	TITLE	PHONE	EMAIL

ADDRESS	GOVERNMENT ID TYPE	ID NUMBER & ISSUING STATE/COUNTRY

NAME (2)	TITLE	PHONE	EMAIL

ADDRESS	GOVERNMENT ID TYPE	ID NUMBER & ISSUING STATE/COUNTRY

PAYMENT / REMITTANCE INFORMATION

PREFERRED PAYMENT METHOD

☐ ACH ☐ Wire transfer ☐ Check

BANK NAME	BANK CITY / STATE	BANK PHONE

NAME ON ACCOUNT (MUST MATCH SELLER)	ROUTING NUMBER (ABA)	ACCOUNT NUMBER

ACCOUNT TYPE

☐ Checking ☐ Savings SWIFT / BIC (international wires only):

CHECK PAYEE NAME (IF PAID BY CHECK)	MAILING ADDRESS FOR CHECKS

The payee / account holder must be the seller named above. For your protection, AGC will confirm any new or changed payment instructions with you by phone before releasing funds. Please attach a voided check or bank letter for ACH or wire payments.

VENDOR / SELLER APPLICATION (CONTINUED)

BENEFICIAL OWNERSHIP - CONTROLLING INDIVIDUALS AND ULTIMATE BENEFICIAL OWNERS

Business sellers only (individuals selling in their own name may write "N/A"). Please list each natural person who controls the business, including any person:

- owning individually at least 25% of the equity interests or voting rights; or
- owning at least 25% of the equity interests or voting rights jointly by agreement (e.g., a shareholder or operating agreement).

First & last name	Date of birth (MM/DD/YYYY)	% of voting rights	% of equity / shares	Entity to which the shares or voting rights are directly attached (seller or its parent)

SELLER PROFILE

ARE YOU A BULLION WHOLESALER, RETAILER, BOTH, OR AN INDIVIDUAL (PRIVATE) SELLER?
☐ Wholesaler ☐ Retailer ☐ Both ☐ Individual / private seller

ARE ANY OF THE METALS BEING SOLD SUBJECT TO A LIEN, UCC FILING OR OTHER CLAIM?
☐ Yes ☐ No If yes, explain: _____

WHERE DO YOU SOURCE YOUR PRECIOUS METALS?
☐ Personal collection / investment ☐ Inheritance / estate ☐ Purchased from dealers ☐ Purchased from public Other: _____

DESCRIBE THE SOURCE AND THE METALS OFFERED (E.G., PRODUCT, QUANTITY, APPROX. DATE ACQUIRED)

AML / KYC CONTACT

Person responsible for anti-money-laundering / know-your-customer matters (individual sellers: yourself).

NAME	TITLE	PHONE	EMAIL

AUTHORIZED PERSONS

Persons authorized to offer, confirm and settle transactions with AGC on the seller's behalf.

NAME (1)	TITLE	PHONE	EMAIL
NAME (2)	**TITLE**	**PHONE**	**EMAIL**
NAME (3)	**TITLE**	**PHONE**	**EMAIL**

Seller Terms & Buyer Protection Agreement

These terms apply to every sale of precious metals by the Seller named in this application to Atlanta Gold & Coin ("AGC").

1. Title, authenticity and lawful source. Seller represents and warrants that Seller is the lawful owner of all items offered or delivered to AGC, has full authority to sell them, and delivers them free and clear of any lien, security interest, UCC filing, pledge or other claim; and that the items are genuine, not counterfeit, altered or misrepresented, not stolen, and were acquired from lawful sources.

2. Inspection, testing and verification. All purchases are subject to inspection on receipt, which may include visual examination, weighing, measurement, XRF, ultrasonic or specific-gravity testing and, where appropriate, assay. AGC's verification of weight, purity and authenticity governs payment, absent manifest error.

3. Rejection, repricing and return. Items that fail verification, or that do not match the confirmed quantity, description, weight or purity, may be rejected and returned at Seller's expense or, with Seller's agreement, repriced. Items reasonably believed to be counterfeit, altered or stolen may be retained and reported to law enforcement as permitted or required by law and are not eligible for payment.

4. Pricing. Prices are locked when AGC confirms a bid (by phone, email or written confirmation) and are based on the quantities and descriptions Seller provides. If delivered items differ, AGC may reprice the affected items at its then-current bid or cancel that portion of the transaction.

5. Risk of loss. Seller bears all risk of loss, theft or damage until the items are received by AGC and verified. Shipments must be fully insured by Seller and packaged according to AGC's instructions.

6. Indemnification. Seller will indemnify and hold harmless AGC and its owners, employees and agents from claims, losses, damages and reasonable costs (including reasonable attorneys' fees) arising from any breach of Seller's warranties, including title defects, counterfeit or misrepresented items, or inaccurate information supplied by Seller.

7. Offset and chargeback. If a defect in title, authenticity, weight or purity is discovered after payment, Seller will refund the amount paid for the affected items promptly upon notice, and AGC may offset that amount against any sums it owes Seller.

8. Compliance; payment holds. AGC complies with applicable anti-money-laundering and know-your-customer requirements (including the USA PATRIOT Act and Bank Secrecy Act), IRS information reporting (including Form 1099-B and Form 8300 where required) and Georgia law governing precious metals dealers, including identification and record-keeping requirements. Seller will provide identification and information reasonably requested. AGC may hold payment until identification and verification are complete and may decline any transaction it cannot verify.

9. No obligation to purchase. Submitting this application or an offer does not obligate AGC to purchase any item. A transaction is binding only upon AGC's confirmation.

10. Governing law and venue. These terms are governed by the laws of the State of Georgia, without regard to conflict-of-laws principles. Any dispute will be brought exclusively in the state or federal courts located in Fulton County, Georgia.

11. Entire agreement; severability. These terms, this application and AGC's written trade confirmations are the entire agreement regarding their subject and may be amended only in writing. If any provision is held unenforceable, the remaining provisions remain in effect.

PAYMENT TIMING NOTICE Payment for items of **.999 fine purity or higher** is issued **3–5 business days after AGC receives and verifies the items**. Payment for all other items — including graded, numismatic, odd-shaped or lower-purity items — is issued after verification in accordance with the terms confirmed for that transaction. Business days exclude weekends and federal banking holidays. Payment may be held pending identification or verification as described in Section 8.

I have read and agree to the Seller Terms & Buyer Protection Agreement and the Payment Timing Notice.

SELLER INITIALS	PRINTED NAME	DATE

REQUIRED DOCUMENTS CHECKLIST

- ☐ Completed and signed IRS Form W-9 (Request for Taxpayer Identification Number and Certification) - irs.gov/pub/irs-pdf/fw9.pdf
- ☐ Copy of a valid, unexpired government-issued photo ID for the seller / each principal signing
- ☐ Voided check or bank letter confirming the account (required for ACH or wire payment)
- ☐ Businesses only: formation document or certificate of good standing (if requested by AGC)

CERTIFICATION OF INFORMATION ACCURACY AND RELEASE OF AUTHORITY TO VERIFY

I hereby certify that all of the information in this application is true, correct and complete. This information is provided for use by Atlanta Gold & Coin ("AGC") in establishing and maintaining a vendor / seller relationship with the Seller. I authorize AGC to verify the information provided, including with the banks and other references listed, and I authorize those parties to release to AGC the information reasonably necessary for that purpose. All purchase transactions between AGC and the Seller will be governed by (1) AGC's purchase terms, including the Seller Terms & Buyer Protection Agreement in this application and the terms confirmed for each transaction, as they may be updated by AGC from time to time, and (2) applicable state and federal law, including Georgia requirements for precious metals dealers, IRS reporting requirements, and the USA PATRIOT Act and related anti-money-laundering regulations. I agree that I have a continuing duty to notify AGC promptly of any change to the information provided in this application. I warrant that the Seller holds good and clear title to all precious metals sold to AGC, free of any lien, security interest or other claim, and that the Seller has the right to sell them.

SIGNATURE	PRINTED NAME	TITLE	DATE

Second signature line: additional principal or authorized person (business sellers, if applicable).

SIGNATURE	PRINTED NAME	TITLE	DATE

***Please send a copy of a valid government-issued photo ID and your signed IRS Form W-9 with this application.**

FOR AGC USE ONLY

☐ W-9 received ☐ ID verified ☐ Bank info verified ☐ OFAC / sanctions screen ☐ Approved

Reviewed by: _____ Date: _____ Account no. assigned: _____