



**Noyes**  
Museum of Art  
STOCKTON UNIVERSITY



The Noyes Arts Garage of Stockton University will be participating in the worldwide printmaking event, **“Print Day in May”** on Saturday, May 6<sup>th</sup>, 2023. Print Day in May is a global celebration of printmaking that occurs annually on the first Saturday in May. All are welcome to experiment and experience printmaking, and walk away with a print of their own!

Faculty from Stockton University will be present for workshops and demonstrations, as well as other local artists.

**Date:** Saturday, May 6<sup>th</sup>

**Time:** 12:00 to 4:00 PM

**Address:** 2200 Fairmount Ave, Atlantic City, NJ

**Students at Stockton University are welcome to sell their prints during the event as either their own table, or through the Noyes Arts Garage of Stockton University gift shop. We encourage students to participate and sell their work!**

**Note: By allowing the Noyes Arts Garage of Stockton University to process your sales, you will be able to continue to have your work on display at the Noyes Arts Garage of Stockton University in the Noyes Museum Gift Shop and potentially sell more work in the future.**

If you are interested in having your own table where you are selling or processing your own sales **ONLY** for **Print Day in May**, please submit the following items to Danielle Jonas-Steveckas <danielle.jonas@stockton.edu>:

1. Artist Inquiry Form
2. Artist Biography and/or Artist Statement

If you are interested in having the Noyes Arts Garage of Stockton University process your sales on **Print Day in May and to continue to be a part of the Noyes Museum Gift Shop**, please submit the following items to Danielle Jonas-Steveckas <danielle.jonas@stockton.edu>:

1. Artist Inquiry Form
2. W9 & Business Registration Form
3. Artist Biography and/or Artist Statement (please provide Word Document(s) or PDF)
4. Inventory List

If you have any questions, please reach to Danielle Jonas-Steveckas via email at <danielle.jonas@stockton.edu> or by calling 609-626-3805.

We look forward to having you as a part of our celebration of **Print Day in May!**



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## Artist Inquiry

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The Noyes Museum is looking for high-quality work in diverse media with an original and personal viewpoint. Artists creating work in a variety of media are encouraged to apply, including painting, sculpture, prints, photography, jewelry, ceramics, wood, furniture, glass, accessories, children's items, etc. This application must be filled out in its entirety. Incomplete applications or any deviations from the procedure below will not be accepted.

- Applicants must complete the **General Information** below
- Must include a brief artist statement
- Must include 5 digital images of your original works that have been created in the past 2 years.

Email completed application form, images and brief artist statement to Danielle Jonas-Staveckas at [danielle.jonas@stockton.edu](mailto:danielle.jonas@stockton.edu) or send to 2200 Fairmount Avenue, Atlantic City, NJ 08401.

### General Information:

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Artist Name

Email

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Business Name (if applicable)

Website

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Address

City

State

Zip code

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Cell Phone

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Medium/Type of Craft

---

Average Price Point

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Brief Artist Statement

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**After your application is reviewed, the Noyes Museum of Art will contact you if there is a need and a fit for your artwork in our shops.**

***Thank you!***

# Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

▶ Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	
	7 List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-			-		
or									
Employer identification number									
				-					

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

## Business Registration and Certification for Individuals Contracting with Public Agencies and for Unincorporated Construction Contractors

OFFICIAL USE ONLY  
DLN#:

**Ch. 57, P.L. 2004:** State law requires all contractors and subcontractors with the State or other public sector entities to provide proof of registration with the Department of Treasury.

**Chapter 85, P.L. 2006,** defined under N.J.S.A. 54A:7-1.2: You must use this form to comply with the law if you are an unincorporated construction contractor performing services in NJ and need proof of registration from the Division of Revenue.

You may use this form to comply with the above-referenced laws if you are an individual with no business tax or employer obligations with the State of New Jersey and are not yet registered.

Fill out the registration section and certification below and send the completed form to:

NJ Division of Revenue  
Client Registration Bureau  
PO Box 252  
Trenton, NJ 08646-0252

Please note that the registrant's name listed in Section A must be the same as shown in the Certification, Section B. Type, machine print or hand print all information, except your signature. If you have or will have business tax or employer obligations, [file form NJ-REG](#). Call (609) 292-1730 for more information. If you currently are registered, please enter your NJ Taxpayer Identification Number in the space provided below.

SECTION A. REGISTRATION DETAIL	
Social Security Number	
Registrant's Name	
Physical Address: Street, City, State, Zip <b>Do not use P.O Box</b>	
County	
Mailing Address: Street, City, State, Zip	
Contact Information:	
Telephone Number	
E-mail Address	

### SECTION B. CERTIFICATION

I \_\_\_\_\_ hereby certify that I am an individual having no business tax or employer obligations with the State of New Jersey. Further, I certify that any income that I derive from business activities with the State of New Jersey will be reported on my personal income tax return. I understand that pursuant to State law, if I knowingly report inaccurate or misleading information, I maybe subject to penalties.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature

Title: \_\_\_\_\_



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## Inventory List

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At the Noyes Arts Garage of Stockton University, the Noyes Museum Gift Shop focuses on highlighting local and regional artists. As an artist in our gift shop, you will be able to have your work for sale on consignment and gain exposure to thousands of visitors each year. We hope that our gift shop provides you with an opportunity to gain experience in selling your work in a professional setting and develop connections with customers. To start to process your contract, please provide the information about your works in the table below:

**Note:** Our consignment rate for students is a 90%/10% split, meaning that artists will receive 90% of the retail price and the Noyes Museum of Art of Stockton University receives 10% upon sale. This helps cover our operating costs, program support, and other costs associated with processing transactions in the gift shop.

Please list each item that is being submitted for the Noyes Museum Gift Shop below:

	Item Name	Medium	Quantity	Retail Price
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				

\_\_\_\_\_  
Artist Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Noyes Representative Signature

\_\_\_\_\_  
Date