

W-9 Form

Directions for Electronic Submission

Go to www.mi.gov/cpexpress

Click on go to C & P Express

Check new user agreement box

Click on new user

Create a user ID

Enter your TIN/SSN

Select Social Security Number

Select Individual

Click Continue

Make note of the user ID you created – they will only mail you the password.

If address is correct select yes – if not change and then select yes.

You will use this user name and password to:

- View direct deposit payment details

- Change your address

- Add or update your bank routing information if you want direct deposit

- Change other details