** IDDS Operations Worksheet**

**Account Info**

Basic Financial Info

**Name of summit:**

**Dates of summit:**

Name of **accountant** for summit:

**Email** of accountant:

Name of **back-up accountant**:

**Account name and number**:

**Address** of person and/or organization attached with the account:

Please review and complete the **W-8** and **Vendor Selection Form** attached. We will not be able to begin processing the award funds until these forms are completed.