

# Funeral Assistance Overview

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## Paglagivsi

Ukpeagvik Inupiat Corporation (UIC) is committed to supporting its shareholders. Our funeral assistance program supports the traditional Inupiat values of compassion, cooperation, and love and respect for one another. It is designed to help shareholders and their families cover some of the funeral and travel expenses in the event of losing a loved one.

## Coordination

- It is expected that the immediate family of the deceased select one individual to serve as the main point of contact for coordination between the family and UIC.

## Funeral Expenses

- The maximum amount of assistance will be no more than \$2,500 for funeral expenses (not including travel), and the amount will be paid directly to the funeral service provider.
- There will be no cash distributions.

## Travel Assistance

- UIC may provide up to two (2) roundtrip airfare tickets (in-state), and one (1) round trip airfare ticket (out-of-state), for immediate family members of the deceased.

## Vehicle Usage from UIC Car Rental

- UIC may provide up to three (3) days of rental costs of a pickup for funeral associated purposes, i.e. grave digging, taking casket to and from the site, and escorting family. A W-9 form must be completed.

## Eligibility & Definitions

- Applicant must be an **immediate family member** of the deceased.
- An **immediate family member** is defined as one's mother, father, sister, brother, husband, wife, son, daughter, grandparent, grandchild, mother-in-law, father-in-law, stepfather, stepmother, stepson, stepdaughter or unmarried domestic partner.
- Applicant or deceased must be an Ukpeagvik Inupiat Corporation (UIC) shareholder.
- Shareholder status will be verified by the UIC Stock Department.

If you meet the qualifications defined above, you may continue the application process.

If you do not meet the qualifications, you must discontinue this application.

## **How to Apply**

- Complete the "Funeral Assistance Application" (Page 3-5).
- Attach supporting documents.
- If you are requesting vehicle usage from UIC Car Rental, complete and sign the W-9 form.
- Submit the request to UIC Stock Department in-person, by email, fax
  - In-person: 1250 Agvik St. Barrow, AK
  - Email: [stock@uicalaska.com](mailto:stock@uicalaska.com)
  - Fax: 1-(866)- 439-0013

## **What to Expect**

Applications are reviewed in the order they are received. It may take up to five (5) business days to process your application, please be patient during the waiting period. When your application is approved, we will call you. We ask that you do not call to check the status of your applications.

# Funeral Assistance Application

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**Please answer all of the questions. Failure to do so will result in delayed processing or denial.**

What type of assistance are you applying for?

- Funeral Expenses       Travel Assistance       Vehicle Usage (*fill out W-9*)

Funeral assistance covers expenses such as purchasing the casket, shipping and other funeral home expenses. Please attach funeral home invoice.

To be considered for funeral and/or travel assistance, please describe your needs:

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Vehicle Usage Dates (3 days): \_\_\_\_\_ to \_\_\_\_\_

Expected Funeral Service Date: \_\_\_\_\_

## Designated Family Representative Information

This person will work directly with UIC to coordinate the funeral assistance process.

Full Legal Name	
Maiden Name	
Relationship to Deceased	
Date of Birth	
Mailing Address	
Mobile Phone #	
Email Address	
Regional Corporation	
Village Corporation	
Tribal Affiliation	

**Information of the Deceased**

Full Legal Name	
Maiden Name	
Date of Birth	
Date of Death	
Regional Corporation	
Village Corporation	
Tribal Affiliation	

**Funeral Services Provider Information**

Funeral Home	
Address, City, State, Zip	
Contact Person	
Phone #	

**In-State Travel Assistance (2 people maximum)**

Traveler 1

Full Legal Name	
Relationship to Deceased	
Date of Birth	
Gender	
Airline Mileage #	
Mobile Phone #	
Departure & Arrival City	
Departure & Return Date	
Email Address	

**In-State Travel Assistance (2 people maximum)**

Traveler 2

Full Legal Name	
Relationship to Deceased	
Date of Birth	
Gender	
Airline Mileage #	
Mobile Phone #	
Departure & Arrival City	
Departure & Return Date	
Email Address	

**Out-of-State Travel Assistance (1 person maximum)**

Traveler 2

Full Legal Name	
Relationship to Deceased	
Date of Birth	
Gender	
Airline Mileage #	
Mobile Phone #	
Departure & Arrival City	
Departure & Return Date	
Email Address	

# 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"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <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) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions.
6 City, state, and ZIP code
7 List account number(s) here (optional)
Requester's name and address (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.

<b>Social security number</b>								
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<b>or</b>								
<b>Employer identification number</b>								
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## Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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.

<b>Sign Here</b>	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.*