

MEMORANDUM

TO: Environmental Council of States (ECOS)
FROM: State of Mississippi - Mississippi Governor's Office
DATE: May 15, 2001

Per the sublease agreement between our agencies, we will be responsible for paying a monthly rent fee in the amount of 874.23 for the term of May 1, 2001 to April 30, 2002.

In order to begin this process, we are required by law to have a W-9 form on file from your agency.

Please fill out the following W-9 form with your agency name, address to send payments to, tax id number and signature.

You may return the W-9 form to us at the address below and you may fax it to us at (601) 576-2791.

As soon as we receive the completed form, we will be able to process a check for you.

Thank you.