



Office of Procurement Services

Supplier Data Management

Greetings,

You are receiving this message because you are a supplier of Indiana University and your company's W-8BEN-E tax form will expire at the end of the calendar year. Please log into your supplier portal and upload a newly signed tax form as soon as possible.

[Click here to access a step-by-step guide for updating your tax form.](#)

You will not be eligible to work with or receive payment from IU until new tax forms have been uploaded.

[Login to your supplier portal](#)

If you are having issues accessing your account, please contact Jaggaer Customer Service at +1 (800) 233-1121 or via the [Jaggaer support form](#). Indiana University cannot reset your password.

For general questions or help uploading an updated tax form, contact the Supplier Data Management (SDM) team by submitting a [Support Form](#).

Thank you,
Indiana University, Office of Procurement Services