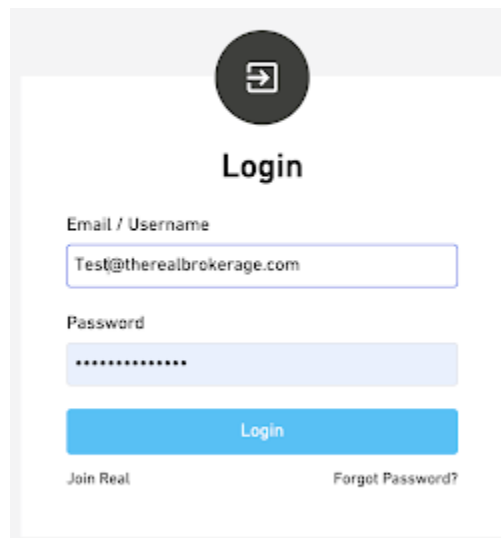




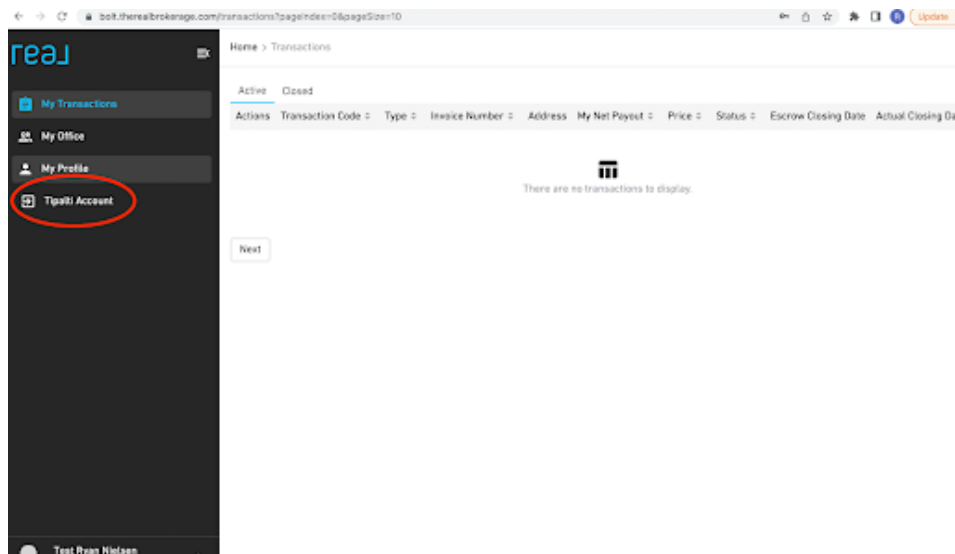
How do I update my W9

To update your W9, you will need to log into account online and make the update through your Tipalti account.

You can only update your Tipalti account in the online version of the app. Log into your account online at bolt.therealbrokerage.com.



Once logged into your account, click on Tipalti Account:



This will open into your Tipalti account where you can make changes. Click Edit.

1 2 3 4
Address Payment Method Tax Forms Done
Powered by tipalti

Enter Your Information
Please enter your contact details as they appear on your bank records.

Type

Contact Email

Phone Number

First Name

Middle Name

Last Name

Address

Address 2

City

Zip

Country

State

Edit

Next

Changes to a W9 may be due to an address, name change, or changing from an individual to an entity or vice versa. This is where you would make any of those changes. NOTE: All of this information must match your W9 exactly. Click Next.

Enter Your Information
Please enter your contact details as they appear on your bank records.

Type Individual Company

Contact Email

Phone Number +1

First Name

Middle Name

Last Name

Address

Address 2

City

Zip

Country

State

Cancel

Next

Next you will come into the Payment Method window. If you are changing from individual to entity or vice versa, that will likely include changing banking information.

If applicable, update your banking information. Click Next.

Payment Method:

No transaction fees.

Name on Account

Bank Name

Routing Code

Account Number

Account Type Checking Savings

[See terms.](#)

Here is where you can update your W9. Click where it says, To submit a new tax form, click here.

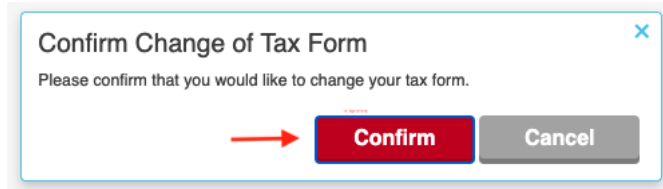
Tax Form Review

Our records show that we have your W9 on file, submitted on 5/05/2022. To view the information you submitted, [click here](#).

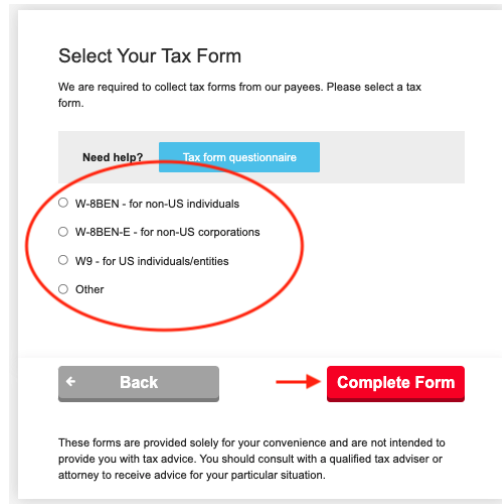
To submit a new tax form, [click here](#).

These forms are provided solely for your convenience and are not intended to provide you with tax advice. You should consult with a qualified tax adviser or attorney to receive advice for your particular situation.

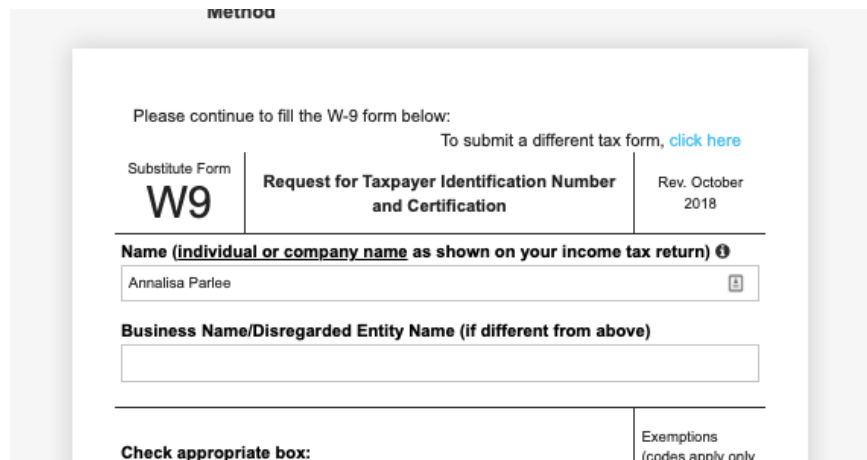
A box for you to Confirm Change of Tax Form will pop up. Click Confirm.



Choose your Tax Form. Click on Complete Form.



Your tax form will open up. Fill it out completely and "sign" at the bottom. Click Next.



If you have additional questions, please watch this [video](#).

You may also reach out to the support team if you need assistance by email us at support@therealbrokerage.com.