



5272 Meadow Estates Dr. ■ Fairfax, VA 22030 ■ (703) 988-0088 ■ FAX: (703) 478-6833 ■ [www.PDHonline.org](http://www.PDHonline.org)

October 14, 2013

Mr. Edward H. Steve  
212 Reading Road  
East Earl, PA 17519

Re: PDH Course Provider Agreement & W-9 Form

Dear Mr. Steve:

Thank you for joining [PDHonline.org](http://PDHonline.org)/[PDHcenter.com](http://PDHcenter.com).

As a PDH course provider, you will be treated as an independent consultant for income tax purpose. Therefore, you will receive Form 1099-MISC from PDHonline.org, Inc. each year if your PDHonline income exceeds \$600 in that year.

Please mail a copy of the signed agreement in its entirety and the completed Form W-9 at your convenience. In addition, please add your phone, cell and fax numbers near the top of the agreement if they are not shown.

Please contact me by phone or email if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "John Huang". The signature is written in a cursive, slightly slanted style.

John C. Huang, Ph.D, PE  
President  
[john@PDHonline.org](mailto:john@PDHonline.org)

Encl.