

KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM
BUSINESS PROCEDURES MANUAL

Procedure 1.2
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Effective Date: April 1, 2009
Supersedes: Procedure 1.2 dated May 1, 2006
Applies To: System Office and Colleges
Procedure Responsibility: System Office of Business Services

KCTCS Identification Numbers

Section 1.2.1 - Current Authorized Numbers
Section 1.2.2 - DUNS Numbers by College
Section 1.2.3 – Request for New or Additional Numbers

Section 1.2.1 - Current Authorized Numbers

KCTCS has the following identification numbers:

- 61-1320380 Federal Employer Identification (EIN)
- 006193 Kentucky Employer Identification
- 00910034-8 Kentucky Unemployment Insurance
- 004205 Kentucky Sales/Use Tax (Sales/Collections)
- A20633 Kentucky Sales Tax Exemption
- 05-011-2098 DUNS (Data Universal Numbering System) Numbers
for System Office

Section 1.2.2 - DUNS (Data Universal Numbering System) by College

Note: Within KCTCS, college DUNS numbers are used primarily in making federal grant applications and proposals.

Ashland	072-664-246
Big Sandy	003-384-588
Bluegrass	184-707-404
Bowling Green	805-817-442
Elizabethtown	003-201-428
Gateway	124-711-065
Hazard	003-374-167
Henderson	040-441-875

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Hopkinsville	003-377-020
Jefferson	079-667-002
Madisonville	020-434-692
Maysville	003-383-093
Owensboro	605-662-352
Somerset	016-435-216
Southeast	003-386-492
West Kentucky	088-435-177

Section 1.2.3 - Request for New or Additional Numbers

The KCTCS System Director of Business Services will request any identification numbers that are required. College or System Office staff should make their request to the KCTCS System Director of Business Services.

END OF PROCEDURE