



### EIN & Tax Election Order Form

Client Information	
Name _____ Title _____ Phone _____ Email _____	
Entity Information	
Legal name of entity _____ Mailing Address _____ City _____ State _____ Zip _____ Street Address (if different) _____ City _____ State _____ Zip _____ County (where business is located) _____ Name of responsible party _____ SSN _____ Describe your business activity _____ _____	
Document Checklist	Additional Tax Elections
<input type="checkbox"/> Articles of Incorporation/Organization <input type="checkbox"/> Initial List of Officers/Member <input type="checkbox"/> SS4 EIN Application ( <i>if already acquired</i> )	<input type="checkbox"/> Election to be treated as a C Corporation <input type="checkbox"/> Election to be treated as an S Corporation <input type="checkbox"/> Other: _____

The above information will be used to acquire an Employer Identification Number as well as file any necessary tax election form(s). The documents requested above will be necessary to file your application(s) completely and accurately. Please upload the requested documents along with this order form to start the process.