How to Obtain an Employer Identification Number (EIN)

• Self
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• Third party
  • English – Go to page 34
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How to Obtain an Employer Identification Number (EIN)
Access the following website to obtain an EIN via Online, Telephone Service, Fax or Mail:

Click here to apply for an EIN online.
Click Ok
Click here to start EIN Application online.
Individuals will need to select “Sole Proprietor”.

Click here to continue the application process.
You have chosen Sole Proprietor.

Sole proprietor includes individuals who are in business for themselves, or household employers. Read the descriptions below and choose the type for which you are applying.

- **Sole Proprietor**
  A sole proprietorship is a business that has only one owner and is not incorporated or registered with the state as a limited liability company (LLC). A sole proprietor can be a self-employed individual or an independent contractor. Sole proprietors (self-employed individuals) report all business income and expenses on their individual tax returns (Form 1040, U.S. Individual Income Tax Return, Schedule C, E, or F). A sole proprietor may or may not have employees.

- **Household Employer**
  You are a household employer if you have hired someone to do household work and that worker is your employee. Household employees include: babysitters, nannies, au pairs, cleaning people, housekeepers, maids, drivers, health aides, private nurses, caretakers, yard workers, and similar domestic workers.

*Individuals will need to select “Sole Proprietor”.*
Please confirm your selection.

Confirm your selection of **Sole Proprietor** as the type of structure applying for an EIN.

What it is...

- A sole proprietorship is a business owned by one individual.
- A sole proprietor can be a self-employed individual or an independent contractor.
- All business income and expenses are reported on the individual's federal income tax return.
- A sole proprietor may or may not have employees.

**IMPORTANT:** A sole proprietor may have only one EIN, regardless of the number of businesses you own or operate. If you already have an EIN, you must use that number for all of your sole proprietor businesses.

What it is not...

- The business cannot be [incorporated](#) or registered with the state as a limited liability company (LLC).

If you need to change your type of structure, we recommend that you do so now, otherwise you will have to start over and re-enter your information. Additional help may be found by reviewing [all types of organizations and structures](#) before making your selection.

[Click here to continue the application process](#)
“Why are you requesting an EIN?”

“Started a new business” should be selected as that is the closest to the reason for obtaining an EIN.
If you are applying for an EIN for yourself, select this option.

Choose One:
- I am the sole proprietor.
- I am a third party applying for an EIN on behalf of this sole proprietor.

Before continuing, please review the information above for typographical errors.

Click here to continue the application process.
Where is the Sole Proprietor physically located?

* Required fields

The only special characters allowed for street and city are - and /.
Note: Must be a U.S. address. Do not enter a P.O. box. For military addresses click here.

Street * 112 Main Avenue
City * Mountain City
State/U.S. territory * MARYLAND (MD)
ZIP code * 99912
Phone number * 999 - 111 - 2222

Do you have an address different from the above where you want your mail to be sent?  
☐ Yes  ☒ No

Before continuing, please review the information above for typographical errors.

Click here to continue the application process
Tell us about the Sole Proprietor.

* Required fields

The only punctuation and special characters allowed are hyphen (-) and ampersand (&). The trade name may not contain an ending such as 'LLC', 'LC', 'PLLC', 'PA', 'Corp', or 'Inc'.

Name of Sole Proprietor: John Doe

Trade name/Doing business as (if different from name):

County where Sole Proprietor is located: Montgomery

State/Territory where Sole Proprietor is located: MARYLAND (MD)

Sole Proprietor start date: August 2009

Before continuing, please review the information above for typographical errors.

Click here to continue the application process
#### Tell us more about the Sole Proprietor.

<table>
<thead>
<tr>
<th>Required Fields</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Does your business own a <strong>highway motor vehicle</strong> with a taxable gross weight of 55,000 pounds or more?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does your business involve <strong>gambling/wagering</strong>?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does your business need to file <strong>Form 720</strong> (Quarterly Federal Excise Tax Return)?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Does your business sell or manufacture alcohol, tobacco, or firearms?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you have, or do you expect to have, any employees who will receive <strong>Forms W-2</strong> in the next 12 months? (Forms W-2 require additional filings with the IRS.)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Before continuing, please review the information above.*

[Continue >>]
Select "Other" for the type of business

Click here to continue the application process
Select “Other” and enter “Fulfilling Federal Requirements”

Click here to continue the application process
How would you like to receive your EIN Confirmation Letter?

You have two options for receiving your confirmation letter. Please choose one below:

- Receive letter online. This option requires Adobe Reader. You will be able to view, print, and save this letter immediately. It will not be mailed to you.

- Receive letter by mail. The IRS will send the letter to the mailing address you provided - allow up to 4 weeks for delivery.

Select this option to receive your letter online providing your EIN.
Helpful information regarding your EIN


Employer ID Numbers

An Employer Identification Number (EIN) is also known as a Federal Tax Identification Number, and is used to identify a business entity. Generally, businesses need an EIN. You may apply for an EIN in various ways, and now you may apply online. This is a free service offered by the Internal Revenue Service and you can get your EIN immediately. You must check with your state to make sure you need a state number or charter.

- Do You Need an EIN?
- Do You Need a New EIN?
- How to Apply for an EIN
- How Long Will It Take to Get a Number?
- Lost or Misplaced Your EIN?
- How EINs are Assigned and Valid EIN Prefixes
- Canceling an EIN – Closing Your Account
- What to Do If You’re Assigned an EIN You Did Not Request
- Who Is a Responsible Party?
- Report EIN Identity Theft

Apply for an EIN Online

Check out our interview-style online EIN application. No need to file a Form SS-4! We ask you the questions and you give us the answers. The application includes embedded help topics and hyperlinked keywords and definitions so separate instructions aren’t needed. After all validations are done you will get your EIN immediately upon completion. You can then download, save, and print your confirmation notices. It’s fast, free, and user-friendly!

All EIN applications (mail, fax, electronic) must disclose the name and Taxpayer Identification Number (SSN, ITIN, or EIN) of the true principal officer, general partner, grantor, owner or trustor. This individual or entity, which the IRS will call the “responsible party,” controls, manages, or directs the applicant entity and the disposition of its funds and assets. Unless the applicant is a government entity, the responsible party must be an individual (i.e., a natural person), not an entity.

Filing for Tax Exempt Status?

It’s best to be sure your organization is formed legally before you apply for an EIN. Nearly all organizations are subject to automatic revocation of their tax-exempt status if they fail to file a required return or notice for three consecutive years.
Obtener un Employer Identification Number (EIN)
Obtener un EIN como individuo

- Con la eliminación del Número de Seguro Social (SSN) como método de Identificación en el AES, muchos individuos deben obtener un Número de Identificación Patronal (EIN).

Para obtener ayuda de cómo solicitar éste número como individuo, revise ésta presentación.

para información de cómo obtener un Número de Identificación del Negocio (EIN) por Internet, teléfono, fax o correo:

Apply for an Employer Identification Number (EIN) Online

Related Topics:
- State and Federal Online Business Registration
- Online EIN: Frequently Asked Questions
- Employer ID Numbers
- System Requirements
- Privacy Act Statement and Paperwork Reduction Act Notice
- Businesses with Employees

Oprima el enlace “Internet EIN” para solicitar un EIN por Internet.
Oprima “Begin Application” para comenzar el proceso de obtener su EIN por Internet.
Individuos deben seleccionar "Sole Proprietor".

Haga clic aquí para continuar el proceso de aplicación.
Haga clic aquí para continuar el proceso de aplicación.
Please confirm your selection.

Confirm your selection of **Sole Proprietor** as the type of structure applying for an EIN.

**What it is...**

- A sole proprietorship is a business owned by one individual.
- A sole proprietor can be a self-employed individual or an independent contractor.
- All business income and expenses are reported on the individual's federal income tax return.
- A sole proprietor may or may not have employees.

**IMPORTANT:** A sole proprietor may have only one EIN, regardless of the number of businesses you own or operate. If you already have an EIN, you must use that number for all of your sole proprietor businesses.

**What it is not...**

- The business cannot be incorporated or registered with the state as a limited liability company (LLC).

If you need to change your type of structure, we recommend that you do so **now**, otherwise you will have to start over and re-enter your information. Additional help may be found by reviewing all types of organizations and structures before making your selection.

> [Continue >>]

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[IRS Privacy Policy]
El próximo paso le pregunta: ¿Por qué solicita un EIN? Individuos deben seleccionar “Started a new business“, ya que es la razón más apropiada para obtener un EIN.

Oprima “Continue” para continuar el proceso.
Seleccione "I am the sole proprietor" si está solicitando el EIN como individuo.

Oprima "Continue" para continuar el proceso
Where is the Sole Proprietor physically located?

* Required fields

The only special characters allowed for street and city are - and /.
Note: Must be a U.S. address. Do not enter a P.O. box. For military addresses click here.

Street: 112 Main Avenue
City: Mountain City
State/U.S. territory: MARYLAND (MD)
ZIP code: 29912
Phone number: 999-999-1112

Do you have an address different from the above where you want your mail to be sent?  
- Yes  - No

Before continuing, please review the information above for typographical errors.

Continue >>
Tell us about the Sole Proprietor.

* Required fields
The only punctuation and special characters allowed are hyphen (-) and ampersand (&). The trade name may not contain an ending such as 'LLC', 'LC', 'PLLC', 'PA', 'Corp', or 'Inc'.

Name of Sole Proprietor: ERIC GAUTHIER

Trade name/Doing business as (if different from name):

County where Sole Proprietor is located:
Montgomery

State/Territory where Sole Proprietor is located:
MARYLAND (MD)

Sole Proprietor start date:
August 2009

Before continuing, please review the information above for typographical errors.

Continue >>
Conteste cada pregunta y oprima “Continue” para continuar el proceso.
El siguiente paso le pregunta qué tipo de negocio tiene. Seleccione "Other" si está solicitando como individuo.

Haga clic aquí para continuar el proceso de aplicación.
En este paso, se le pregunta que servicio mejor describe sus actividades comerciales. Seleccione "Other" y entre "Fulfilling Federal Requirements" en el espacio provisto.

Haga clic aquí para continuar el proceso de aplicación.
How would you like to receive your EIN Confirmation Letter?

You have two options for receiving your confirmation letter. Please choose one below:

- **Receive letter online.** This option requires Adobe Reader. You will be able to view, print, and save this letter immediately. It will not be mailed to you.

- **Receive letter by mail.** The IRS will send the letter to the mailing address you provided - allow up to 4 weeks for delivery.

Selezione esta opción para recibir su carta en línea proporcionandosu EIN.
Información de ayuda referente a su EIN


Employer ID Numbers

An Employer Identification Number (EIN) is also known as a Federal Tax Identification Number, and is used to identify a business entity. Generally, businesses need an EIN. You may apply for an EIN in various ways, and now you may apply online. This is a free service offered by the Internal Revenue Service and you can get your EIN immediately. You must check with your state to make sure you need a state number or charter.

- Do You Need an EIN?
- Do You Need a New EIN?
- How to Apply for an EIN
- How Long Will It Take to Get a Number?
- Lost or Misplaced Your EIN?
- How EINs are Assigned and Valid EIN Prefixes
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All EIN applications (mail, fax, electronic) must disclose the name and Taxpayer Identification Number (SSN, ITIN, or EIN) of the true principal officer, general partner, grantor, owner or trustee. This individual or entity, which the IRS will call the “responsible party,” controls, manages, or directs the applicant entity and the disposition of its funds and assets. Unless the applicant is a government entity, the responsible party must be an individual (i.e., a natural person), not an entity.

Filing for Tax Exempt Status?

It’s best to be sure your organization is formed legally before you apply for an EIN. Nearly all organizations are subject to automatic revocation of their tax-exempt status if they fail to file a required return or notice for three consecutive years.
How to Obtain an Employer Identification Number (EIN) as a Third Party
Access the following website to obtain an EIN via Online, Telephone Service, Fax or Mail: https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online

Apply for an Employer Identification Number (EIN) Online

Step 1: Determine Your Eligibility
- You may apply for an EIN online if your principal business is located in the United States or U.S. Territories.
- The person applying online must have a valid Taxpayer Identification Number (SSN, ITIN, EIN).
- You are limited to one EIN per responsible party per day.
  - The "responsible party" is the person who ultimately owns or controls the entity or who exercises ultimate effective control over the entity. Unless the applicant is a government entity, the responsible party must be an individual (i.e., a natural person), not an entity.

Step 2: Understand the Online Application
- You must complete this application in one session, as you will not be able to save and return at a later time.
- Your session will expire after 15 minutes of inactivity, and you will need to start over.

Step 3: Submit Your Application
- After all validations are done you will get your EIN immediately upon completion. You can then download, save, and print your EIN confirmation notice.

Employer Tax Responsibilities Explained (Publications 15, 15-A and 15B)

Publication 15 provides information on employer tax responsibilities related to taxable wages, employment tax withholding and which tax returns must be filed. More complex issues are discussed in Publication 15-A and tax treatment of many employee benefits can be found in Publication 15. We recommend employers download these publications from IRS.gov. Copies can be requested online (search “Forms and Publications”) or by calling 1-800-TAX-FORM.

Important
We cannot process your application online if the responsible party is an entity with a principal place of business within the United States or its territories.
Important Information Before You Begin
Use this assistant to apply for and obtain an Employer Identification Number (EIN).

Do I need an EIN? Do I need a new EIN?

About the EIN Assistant
- You must complete this application in one session, as you will not be able to save and return at a later time.
- For security purposes, your session will expire after 15 minutes of inactivity, and you will need to start over.
- You will receive your EIN immediately upon verification. When will I be able to use my EIN?
- If you wish to receive your confirmation later online, we strongly recommended that you install Adobe Reader before beginning the application if it is not already installed.

Restrictions

THIS U.S. GOVERNMENT SYSTEM IS FOR AUTHORIZED USE ONLY!
Use of this system constitutes consent to monitoring, interception, recording, reading, copying or capturing by authorized personnel of all activities. There is no right to privacy in this system. Unauthorized use of this system is prohibited and subject to criminal and civil penalties, including all penalties applicable to willful unauthorized access (UNA) or inspection of taxpayer records (under 18 U.S.C. 1033 and 26 U.S.C. 7213A and 26 U.S.C. 7431).

[OK]
Click here to start EIN Application online.
Persons applying for an individual will need to select “Sole Proprietor”.

Click here to continue the application process.
Sole proprietor includes individuals who are in business for themselves, or household employers. Read the descriptions below and choose the type for which you are applying.

**Sole Proprietor**
A sole proprietorship is a business that has only one owner and is not incorporated or registered with the state as a limited liability company (LLC). A sole proprietor can be a self-employed individual or an independent contractor. Sole proprietors (self-employed individuals) report all business income and expenses on their individual tax returns (Form 1040, U.S. Individual Income Tax Return, Schedule C, E, or F). A sole proprietor may or may not have employees.

**Household Employer**
You are a household employer if you have hired someone to do household work and that worker is your employee. Household employees include: babysitters, nannies, au pairs, cleaning people, housekeepers, maids, drivers, health aides, private nurses, caretakers, yard workers, and similar domestic workers.

Persons applying for an individual will need to select “Sole Proprietor”.

*IRS Privacy Policy*
Please confirm your selection.

Confirm your selection of **Sole Proprietor** as the type of structure applying for an EIN.

**What it is...**

- A sole proprietorship is a business owned by one individual.
- A sole proprietor can be a self-employed individual or an independent contractor.
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- A sole proprietor may or may not have employees.

**IMPORTANT:** A sole proprietor may have only one EIN, regardless of the number of businesses you own or operate. If you already have an EIN, you must use that number for all of your sole proprietor businesses.

**What it is not...**

- The business cannot be **incorporated** or registered with the state as a **limited liability company** (LLC).

If you need to change your type of structure, we recommend that you do so **now**, otherwise you will have to start over and re-enter your information. Additional help may be found by reviewing all types of organizations and structures before making your selection.
“Why are you requesting an EIN?”

“Started a new business” should be selected as that is the closest to the reason for obtaining an EIN.
If you are a third party applying for an EIN for an individual, select this option.

Before continuing, please review the information above for typographical errors.

Click here to continue the application process
Third Party Designee (TPD) Information

Third Party Designee (TPD) authorization is obtained when a taxpayer completes and signs a completed Form SS-4 (Application for Employer Identification Number), including the TPD section, naming you as a designated person to receive the EIN on his/her behalf.

Are you a third party designee?  
☐ Yes  ☐ No

Continue >>

What is Form SS-4?

Use Form SS-4 (Application for Employer Identification Number) to apply for an Employer Identification Number (EIN).

Click here to continue the application process.
**Third Party Designee (TPD) Information**

You are considered a [third party designee](#) (TPD). Please tell us about yourself. Enter your own address and phone number.

* Required fields

The only punctuation and special characters allowed for first, middle, and last name are hyphen (-) and ampersand (&). The only special characters allowed for street and city are - and /.

Note: Must be a U.S. address. P.O. boxes are allowed. For military addresses click here.

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>First name</td>
<td>Timothy</td>
</tr>
<tr>
<td>Last name</td>
<td>Doe</td>
</tr>
<tr>
<td>Street</td>
<td>116 Pine Lane</td>
</tr>
<tr>
<td>City</td>
<td>Mountain City</td>
</tr>
<tr>
<td>State/U.S. territory</td>
<td>MARYLAND (MD)</td>
</tr>
<tr>
<td>ZIP code</td>
<td>99912</td>
</tr>
<tr>
<td>Phone number</td>
<td>999 - 111 - 2222</td>
</tr>
</tbody>
</table>

Before continuing, please review the information above for typographical errors.

[Click here to continue the application process](#)
Where is the Sole Proprietor physically located?

* Required fields

The only special characters allowed for street and city are - and /.
Note: Must be a U.S. address. Do not enter a P.O. box. For military addresses click here.

- Street: 112 Main Avenue
- City: Mountain City
- State/ U.S. territory: MARYLAND (MD)
- ZIP code: 99912
- Phone number: 999-111-2222

Do you have an address different from the above where you want your mail to be sent?  
☐ Yes  ☐ No

Before continuing, please review the information above for typographical errors.

Click here to continue the application process
Tell us about the Sole Proprietor.

* Required fields
The only punctuation and special characters allowed are hyphen (-) and ampersand (&). The trade name may not contain an ending such as 'LLC', 'LC', 'PLLC', 'PA', 'Corp', or 'Inc'.

Name of Sole Proprietor: John Doe

Trade name/Doing business as (if different from name):

County where Sole Proprietor is located: Montgomery

State/Territory where Sole Proprietor is located: MARYLAND (MD)

Sole Proprietor start date: August 2009

Before continuing, please review the information above for typographical errors.

Click here to continue the application process
Tell us more about the Sole Proprietor.

* Required fields

Does your business own a highway motor vehicle with a taxable gross weight of 55,000 pounds or more? *

Yes  No

Does your business involve gambling/wagering? *

Yes  No

Does your business need to file Form 720 (Quarterly Federal Excise Tax Return)? *

Yes  No

Does your business sell or manufacture alcohol, tobacco, or firearms? *

Yes  No

Do you have, or do you expect to have, any employees who will receive Forms W-2 in the next 12 months? *

Yes  No

Before continuing, please review the information above.

Click here to continue the application process
What does your business or organization do?

Choose **one** category that best describes your business. Click the underlined links for additional examples for each category.

- **Accommodations**
  - Casino hotel, hotel, or motel.

- **Construction**
  - Building houses/residential structures, building industrial/commercial structures, specialty trade contractors, remodelers, heavy construction contractors, land subdivision contractors, or site preparation contractors.

- **Finance**
  - Banks, sales financing, credit card issuing, mortgage company/broker, securities broker, investment advice, or trust administration.

- **Food Service**
  - Retail fast food, restaurant, bar, coffee shop, catering, or mobile food service.

- **Health Care**
  - Doctor, mental health specialist, hospital, or outpatient care center.

- **Insurance**
  - Insurance company or broker.

- **Manufacturing**
  - Mechanical, physical, or chemical transformation of materials/substances/components into new products, including the assembly of components.

- **Real Estate**
  - Renting or leasing real estate, managing real estate, real estate agent/broker, selling, buying, or renting real estate for others.

- **Rental & Leasing**
  - Rent/lease automobiles, consumer goods, commercial goods, or industrial goods.

- **Retail**
  - Retail store, internet sales (exclusively), direct sales (catalogue, mail-order, door to door), auction house, or selling goods on auction sites.

- **Social Assistance**
  - Youth services, residential care facility, services for the disabled, or community food/housing/relief services.

- **Transportation**
  - Air transportation, rail transportation, water transportation, trucking, passenger transportation, support activity for transportation, or delivery/courier service.

- ** Warehousing**
  - Operating warehousing or storage facilities for general merchandise, refrigerated goods, or other warehouse products; establishments that provide facilities to store goods but do not sell the goods they handle.

- **Wholesale**
  - Wholesale agent/broker, importer, exporter, manufacturers' representative, merchant, distributor, or jobber.

- **Other**

---

**Select “Other” for the type of business**

[Click here to continue the application process]
You have chosen Other.

Please choose one of the following that best describes your primary business activity:

- Consulting
- Manufacturing
- Organization (such as religious, environmental, social or civic, athletic, etc.)
- Rental
- Repair
- Sell goods
- Service

Select “Other” and enter “Fulfilling Federal Requirements”

Click here to continue the application process
Congratulations! The EIN has been successfully assigned.

EIN assigned: 27-XXXXXXX
Legal name: John Doe

The confirmation letter will be mailed to the applicant. This letter will be the applicant's official IRS notice and will contain important information regarding the EIN. Allow up to 4 weeks for the letter to arrive by mail.

We strongly recommend you print this page for your records.

Click “Continue” to get additional information about using the new EIN.

NOTE: Be sure to print this page as this will be the only confirmation of the EIN that will be provided to the third party.
Helpful information regarding your EIN

Employer ID Numbers

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It's best to be sure your organization is formed legally before you apply for an EIN. Nearly all organizations are subject to automatic revocation of their tax-exempt status if they fail to file a required return or notice for three consecutive years.

Need an Employer Identification Number (EIN)?
Find out how
Obtener un Employer Identification Number (EIN) para clientes
Obtener un EIN para clientes

- Con la eliminación del Número de Seguro Social (SSN) como método de Identificación en el AES, muchos individuos deben obtener un Número de Identificación Patronal (EIN).

Para obtener ayuda de cómo solicitar éste número para sus clientes (individuos) que no tienen un EIN, revise ésta presentación.
Accesese: https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online para información de cómo obtener un Número de Identificación del Negocio (EIN) por Internet, teléfono, fax o correo:

Oprima el enlace “Internet EIN” para solicitar un EIN por Internet.
Oprima “Begin Application” para comenzar el proceso de obtener su EIN por Internet.
Individuos deben seleccionar “Sole Proprietor”.
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- **Sole Proprietor**
  A sole proprietorship is a business that has only one owner and is not incorporated or registered with the state as a limited liability company (LLC). A sole proprietor can be a self-employed individual or an independent contractor. Sole proprietors (self-employed individuals) report all business income and expenses on their individual tax returns (Form 1040, U.S. Individual Income Tax Return, Schedule C, E, or F). A sole proprietor may or may not have employees.

- **Household Employer**
  You are a household employer if you have hired someone to do household work and **that worker is your employee**. Household employees include: babysitters, nannies, au pairs, cleaning people, housekeepers, maids, drivers, health aides, private nurses, caretakers, yard workers, and similar domestic workers.

Las personas que solicitan por un individuo deberán seleccionar “Sole Proprietor”.

Haga clic aquí para continuar el proceso de aplicación.
Please confirm your selection.

Confirm your selection of **Sole Proprietor** as the type of structure applying for an EIN.

**What it is...**

- A sole proprietorship is a business owned by one individual.
- A sole proprietor can be a self-employed individual or an independent contractor.
- All business income and expenses are reported on the individual's federal income tax return.
- A sole proprietor may or may not have employees.

**IMPORTANT:** A sole proprietor may have only one EIN, regardless of the number of businesses you own or operate. If you already have an EIN, you must use that number for all of your sole proprietor businesses.

**What it is not...**

- The business cannot be **incorporated** or registered with the state as a **limited liability company (LLC)**.

If you need to change your type of structure, we recommend that you do so **now**, otherwise you will have to start over and re-enter your information. Additional help may be found by reviewing all types of organizations and structures before making your selection.

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Confirme su selección y oprima “Continue” para continuar el proceso.
El próximo paso le pregunta: ¿Por qué solicita un EIN?

Individuos deben seleccionar “Started a new business” ya que es la razón más apropiada para obtener un EIN.
Si usted está solicitando un EIN para un cliente, seleccione “I am the third party applying for an EIN on behalf of this sole proprietor”.

Oprima “Continue” para continuar el proceso.
Debe confirmar si tiene la autorización de solicitar el EIN a nombre del cliente. Si desea más información, oprima los enlaces que aparecen en la pantalla. Oprima “Continue”.
Debe confirmar si tiene la autorización necesaria para solicitar el EIN a nombre de su cliente. Confirme su respuesta seleccionando “Yes, I agree to, and am in compliance with the above statements” y oprima “Continue”.
Third Party Designee (TPD) Information

You are considered a third party designee (TPD). Please tell us about yourself. Enter your own address and phone number.

* Required fields

The only punctuation and special characters allowed for first, middle, and last name are hyphen (-) and ampersand (&). The only special characters allowed for street and city are - and /

Note: Must be a U.S. address, P.O. boxes are allowed. For military addresses click here.

First name * Timothy
Middle name/Initial
Last name * Doe
Suffix (Jr, Sr, etc.) Select One
Street * 116 Pine Lane
City * Mountain City
State/ U.S. territory * MARYLAND (MD)
ZIP code * 20912
Phone number * 999 - 1112222

Before continuing, please review the information above for typographical errors.

[Continue >>]
Where is the Sole Proprietor physically located?

* Required fields

The only special characters allowed for street and city are - and /.
Note: Must be a U.S. address. Do not enter a P.O. box. For military addresses click here.

- Street: 112 Main Avenue
- City: Mountain City
- State/U.S. territory: MARYLAND (MD)
- ZIP code: 99912
- Phone number: 999 - 111 - 2222

Do you have an address different from the above where you want your mail to be sent?  
- Yes
- No

Before continuing, please review the information above for typographical errors.

Continue >>
Tell us about the Sole Proprietor.

* Required fields
The only punctuation and special characters allowed are hyphen (-) and ampersand (&). The trade name may not contain an ending such as 'LLC', 'LC', 'PLLC', 'PA', 'Corp', or 'Inc'.

Name of Sole Proprietor: ERIC GAUTHIER
Trade name/Doing business as: John Doe
County where Sole Proprietor is located: Montgomery
State/Territory where Sole Proprietor is located: MARYLAND (MD)
Sole Proprietor start date: August 2009

Before continuing, please review the information above for typographical errors.

Continue >>

Entre la información requerida y oprima “Continue” para continuar el proceso.
Conteste cada pregunta y oprima “Continue” para continuar el proceso.
Seleccione "Other" si está solicitando como individuo.
En este paso, se le pregunta que servicio mejor describe sus actividades comerciales.
Seleccione "Other" y entre "Fulfilling Federal Requirements" en la celda.

Haga clic aquí para continuar el proceso de aplicación
Congratulations! The EIN has been successfully assigned.

EIN assigned: 27-XXXXXXX
Legal name: John Doe

The confirmation letter will be mailed to the applicant. This letter will be the applicant’s official IRS notice and will contain important information regarding the EIN. Allow up to 4 weeks for the letter to arrive by mail.

We strongly recommend you print this page for your records.

Click “Continue” to get additional information about using the new EIN.

NOTA: Asegúrese de imprimir esta página ya que será la única confirmación del EIN que será provista a terceros.
Información de ayuda referente a su EIN