2678 Employer/Payer Appointment of Agent

(Rev. August 2014) Department of the Treasury — Internal Revenue Service

Use this form if you want to request approval to have an agent file returns and make deposits or payments of employment or other withholding taxes or if you want to revoke an existing appointment.

• If you are an employer or payer who wants to request approval, complete Parts 1 and 2 and sign Part 2. Then give it to the agent. Have the agent complete Part 3 and sign it.

Note. This appointment is not effective until we approve your request. See the instructions for filing Form 2678 on page 3.

For IRS use:

OMB No. 1545-0748

			who wants to revoke an existing appoir yone signature is required.	itinent,	
Pa	art 1: Why you are f	iling this form			
✓ '	eck one) You want to appoint ar You want to revoke an		orting, depositing, and paying. nent.		
Pa	art 2: Employer or P	Payer Information	: Complete this part if you want to appo	oint an agent or re	evoke an appointment.
1	Employer identificat	ion number (EIN)		-	
2	Employer's or payer (not your trade name)				
3	Trade name (if any)				
4	Address				
			Number Street		Suite or room number
			City		State ZIP code
			Foreign country name F	oreign province/county	/ Foreign postal code
5	Forms for which you	want to annoint	on anont or revelo the anontic	F A I I	L For SOME
	appointment to file.	(Check all that appl	ly.)	For AL employe payees/pay	es/ employees/
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Cat. No. 18770D

Form 2678 Employer/Payer Appointment of Agent

(Rev. August 2014) Department of the Treasury — Internal Revenue Service

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• If you are an employer or payer who wants to request approval, complete Parts 1 and 2 and sign Part 2. Then give it to the agent. Have the agent complete Part 3 and sign it.

For IRS use:

OMB No. 1545-0748

Note. This appointment is not effective until we approve your request. See the instructions for filing Form 2678 on page 3. If you are an employer, payer, or agent who wants to revoke an existing appointment,								
		ver, payer, or agent warts. In this case, only			tment,			
Pa	rt 1: Why you ar	re filing this form						
Che	eck one)							
√ \	You want to appoin	t an agent for tax repo	rting, depositing, and	paying.				
		an existing appointme		. , ,				
		3						
Pa	rt 2: Employer of	or Payer Information:	Complete this part if	you want to appoi	int an agent or	revoke an	appointment.	
1	Employer identifi	cation number (EIN)			- [[
2	Employer's or pa (not your trade na		MEMBER NA	AME				
3	Trade name (if ar	ny)						
4	Address		MEMBER A					
			Number	Street			Suite or room number	
			City			State	ZIP code	
			Foreign country	y name Fo	oreign province/count	ТУ	Foreign postal code	
5	Forms for which	you want to appoint a	n agent or revoke th	ne agent's	For Al	LL	For SOME	
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	appointment to it	i le. (Check all that apply.)		employe		employees/	
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	Form 940, 940-PF Form 941, 941-PF	R (Employer's Annual Fo	ederal Unemployment	Tax Return)	payees/pay			
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