Intuit DIY Payroll

Change in Payroll PIN Request

If you have forgotten your Payroll PIN or need a new PIN for security reasons, please complete this form and fax it to 1-520-901-6918.

NOTE: This form must be signed by the primary principal that Intuit has on file. If the primary principal has changed, follow instructions to submit a change request ("Change primary principal for Direct Deposit customers": http://payroll.intuit.com/support/kb/1000067.html) before completing and faxing in this form.

We will contact you within one (1) business day of receipt of the fax at the email address you provide below to notify you of completion of your request.

Please fax the completed, signed form to 1-520-901-6918

Employer Identification Number (EIN): _____

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Principal Signature	Print Name	Date

Identification Instructions:

1. Place the driver's license of goverment issued photo ID card of the principal/company owner in the space below, then photocopy the ID along with this form.
2. Complete, sign, and date the form.
3. Fax or email the form to 1-520-901-6918 or email: TucsonDDService@intuit.com
4. Wait for an email from Intuit Payroll for confirmation of your completed request.

PRINCIPAL DRIVERS LICENSE OR GOVERNMENT ISSUED ID

Place government issued photo ID here,
then photocopy or scan form and license together.