## Form W-12

(Rev. October 2015) Department of the Treasury Internal Revenue Service

## IRS Paid Preparer Tax Identification Number (PTIN) Application and Renewal

OMB No. 1545-2190

▶ Information about Form W-12 and its separate instructions is available at www.irs.gov/w12.

1 Name and PTIN (Print in ink or Type)	First name	Mi	ddle name	Last name			
	☐ Initial application ☐	] Renewal a	pplication	(Enter PTIN:	Р	)	
2 Year of Application/ Renewal	If you checked the "Initial application" box and are submitting this form between October 1 and December 31 indicate below whether you want your PTIN to be valid for the current calendar year or the next calendar year						
	☐ Current calendar year ☐ Next calendar year						
	If you checked the "Renewal application" box <b>and</b> also need to renew for a previous calendar year(s), indicate the year(s) below and see the line 2 instructions for additional guidance.						
	Prior year(s) (YYYY): ,						
3 SSN and Date	SSN	Date of birth (MM/DD/YYYY)					
of Birth			/	/			
4 Personal Mailing Address and	Street address. Use a P.O. box number only if the post office does not deliver mail to your street address.						
Phone Number	City or town, state or province, country, and ZIP or foreign postal code. Do not abbreviate name of country.						
			F	Phone Number (	)	-	
5a Business Mailing Address and	Business address (if different than line 4 information above)						
Phone Number	City or town, state or province, country, and ZIP or foreign postal code. Do not abbreviate name of country.						
	Domestic business phone number		International business phone number				
	( ) - E	EXT.	+				
b Business Identification	Are you self-employed or an owner, partner, or officer of a tax return preparation business?  Yes No If "Yes," then complete this line. If "No," go to line 6.  Enter the business name.						
	Your CAF Number	EIN -		EFIN			
	Website address (optional)	1		l			
6 Email Address	Enter the email address that should be used to contact you.						

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7 Past Felony Convictions	Have you been convicted of a felony in the past 10 years?	∐ Yes ∐ No				
	If "Yes," list the date and the type of felony conviction(s).					
If this is your <b>initial</b>	application for a PTIN, continue to line 8a. If you are renewing your PT	TIN, go to line 10.				
	.S. Federal Income Tax Return					
Address of Your	a If you have never filed a U.S. federal income tax return or do not have a linear property of the second of the s					
Last U.S.	requirement, check here . See line 8 instructions for documents that must be submitted with this form and continue to line 10.					
Individual	<b>b</b> Enter the address used on your last U.S. individual income tax return you filed.					
Income Tax Return Filed		<b>,</b>				
9 Filing Status	☐ Single ☐ Head of Household					
and Tax Year on Last U.S.	Marriad filing jointly	h danandant ahild				
Individual	☐ Married filing jointly ☐ Qualifying widow(er) with	п аерепаеті спііа				
Income Tax Return Filed	☐ Married filing separately Tax Year (YYYY)					
	Note: If your last return was filed more than 4 years ago, see instruct	ions.				
Skip line 10 if you a	are an attorney, CPA, or EA, and continue to line 11.					
10 Form 1040 Preparation	Do you prepare Form 1040 series tax returns (or accompanying sche prepare Form 1040-PR or Form 1040-SS for residents of Puerto Ricc					
		☐ Yes ☐ No				
11 Federal Tax Compliance	Are you current on both your individual and business federal taxes, ir tax obligations? <b>Note:</b> If you have never filed a U.S. individual income to do so, check the "Yes" box.					
		☐ Yes ☐ No				
	If "No," provide an explanation.					
		5 W 10 /2 40 0045				

Form W-12 (Rev. 10-2015) Page 3 12 Professional Check all that apply. Note: DO NOT check any professional credentials that are currently expired or Credentials retired. Enter state abbreviation and appropriate number(s). If the expiration date is left blank or incomplete, then NO professional credential will be added when the application is processed. ☐ Attorney—Licensed in which jurisdiction(s): Number(s): Expiration Date(s): ☐ Certified Public Accountant (CPA)— Licensed in which jurisdiction(s): Number(s): Expiration Date(s): Expiration Date(s): Number(s): ☐ Enrolled Agent (EA) Expiration Date(s): ☐ Enrolled Actuary Number(s): Expiration Date(s): Enrolled Retirement Plan Agent (ERPA) Number(s): ☐ State Regulated Tax Return Preparer – Licensed in which jurisdiction(s): Number(s): Expiration Date(s): ☐ Certifying Acceptance Agent (CAA) Number: 13 Fee Payment of the appropriate application processing fee(s) must accompany this form or it will be rejected. PTIN Registration/Renewal Fees: • If you are applying for a PTIN in order to prepare federal tax returns for calendar year 2016, the registration/renewal fee is \$50.00. • If you are registering or renewing a PTIN for 2015 or a prior calendar year, the PTIN application processing fee is a different amount. The registration fee for 2015 and for each prior calendar year is \$64.25. The renewal fee for 2015 and for each prior calendar year is \$63.00. • PTIN fees are nonrefundable. • A separate PTIN fee/check must be submitted for each calendar-year PTIN indicated on the form. • Make checks or money orders payable to "IRS Tax Pro PTIN Fee." • Do not paper clip, staple, or otherwise attach the payment to Form W-12. Note: Allow 4 to 6 weeks for processing of paper Forms W-12. Under penalties of perjury, I declare that I have examined this application and to the best of my knowledge and belief, it is true, correct, and complete. I understand any false or misleading information may result in criminal penalties and/or Sign the denial or termination of a PTIN. Date (MM/DD/YYYY) Your signature Here **How To File** Online. Go to the webpage www.irs.gov/ptin for information. Follow the instructions to submit Form W-12 and pay the fee. If you submit your application online, your PTIN generally will be provided to you immediately after you complete the application and pay the required fee. By mail. Complete Form W-12. Send the form along with a check or money order for the fee to: IRS Tax Pro PTIN Processing Center 104 Brookeridge Drive #5000 Waterloo, IA 50702

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Note: Allow 4 to 6 weeks for processing of paper Forms W-12. For additional information, refer to the separate Instructions for

Form W-12.