



Business Organization: (check one) Limited Liability Company \_\_ Corporation \_C or S\_ Partnership \_\_

Are you converting the current entity to another? Yes or No

Name of business: \_\_\_\_\_ (name will be checked with the State for availability)

Resident agent name: \_\_\_\_\_  
(typically, the owner in charge of records)

Business address: \_\_\_\_\_  
(do not enter P.O. boxes)

Mailing address: \_\_\_\_\_  
(if differs, can use P.O. boxes)

Primary product(s) or service(s) for the business:  
\_\_\_\_\_

Contact phone number(s): \_\_\_\_\_

Members/Owners/Partners of the Organization: (LLC-members, Corporation-owners, Partnership-partners) Name, address, social security and percentage of ownership (if multiple members)

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II. Employer Identification Number (EIN): (State must approve name before submitting this request)

Are you requesting an EIN number for this Organization? Yes \_\_ No \_\_

Name of Member/Owner/Partner responsible for filing: \_\_\_\_\_

For purposes of filing with the IRS, social security information is needed for above

Name: \_\_\_\_\_

Date business started: \_\_\_\_\_

Closing month of accounting: \_\_\_\_\_

Will you pay wages? Yes ☐ No ☐ If yes, first date wages will be paid: \_\_\_\_\_

Highest number of employees expected in next 12 months? \_\_\_\_\_

Have you ever applied for an EIN for this or another business? Yes ☐ No ☐

If yes, please provide the legal name of the business \_\_\_\_\_ and

the approximate date when filed \_\_\_\_\_

City and State where business filed \_\_\_\_\_ and previous EIN no. \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Do you authorize By The Numberz CPA to act as a third party designee? Yes ☐ No ☐ (Yes, authorizes *BTN* to receive this entity's EIN and answer questions about the completion of this form if needed)

**Fees:**

Limited Liability and EIN Fee: **\$300.00**

*(Includes \$50 State of Michigan Organization Filing Fee)*

Incorporation/Organization and EIN Fee: **\$360.00**

*(Includes \$60 State of Michigan Organization Filing Fee for standard filing, may be more for additional shares of stock over 6,000)*

An online invoice will be sent for the fees, if paying by check or money order make payable to "By The Numberz CPA" for the total amount due