
Direct Deposit / E-File & Pay Primary Principal Change Form

Complete, print, sign and fax completed form to: 877-699-8996 OR

Mail to: Intuit, Inc. Attn: Account Maintenance, PO Box 30005, Reno, NV 89520

Notice to Applicant: Intuit will use the information on this page for processing changes to Direct Deposit and/or E-File & Pay and for no other purpose. We will notify you of the status of your request via e-mail.

Incomplete forms will delay processing. Please call 1-800-624-2106 if you have questions.

Instructions: Complete, sign, and fax the following 3 items to 877-699-8996.

1. This form
 2. A letter signed by all principals on company letterhead explaining the reason for the principal addition or change
 3. Photocopy of a government issued i.d. for the new principal
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Company Information (required):

Company Federal Employer Identification Number (EIN)

Company Name

New Principal Information:

TYPE OF CHANGE (check one):

Replace existing principal. Name of principal to be replaced: _____

Add a secondary principal.

New Principal Name _____

New Principal Phone Number _____

New Principal E-Mail Address _____

Signature of Principal 1

Signature of Principal 2 (if applicable)

Printed Name

Printed Name (if applicable)

Date

Date

Principal 1 E-Mail Address / Day Time Phone Number (to be used only for communicating status of this request)