#### **Obtaining a Foreign EFIN**

Providers may obtain an Electronic Filing Identification Number (EFIN) for use by a firm in "its businessrelated group" if the firm can't obtain an EFIN because its Principals and/or Responsible Officials are not U. S. citizens or aliens lawfully admitted for permanent residence as described in 8 USC 1101(a)(20). The term "business-related group" applies to brother-sister firms, subsidiaries, franchises, affiliates, etc. "Business-related group" is broad to include any business relationship. The Provider may establish its own policies to determine the firms for which it will obtain an EFIN and how it monitors the use of the EFIN.

The Provider must submit an IRS *e-file* application for each foreign EFIN it wants to obtain. The Provider must include its address as the mailing address but include the physical address of the firm for which it is obtaining the foreign EFIN. The IRS will issue EFINs to the Provider for each location from which the firm in its "business-related group" will originate the electronic submission of returns. The Provider is responsible for the EFINs and may delete the EFIN assigned to any firm location when it determines appropriate.

The Provider is responsible for the business-related firm's adherence to IRS *e-file* rules but is not responsible for the preparation of returns of the firm in its "business-related group." The Provider should only obtain EFINs for other firms it knows to be trustworthy. IRS will look to the Principals and the Responsible Officials if necessary to assist the IRS in gathering information to address potential violations of IRS *e-file* rules by the "business-related" firm. The IRS may inactivate the EFIN for a "business-related" firm that is not adhering to IRS *e-file* rules without sanctioning the Provider or affecting its other EFINs.

For additional information see <u>New IRS e-file rule for providers to obtain a foreign EFIN Q&As | Internal</u> <u>Revenue Service</u> on IRS.gov.

Below is what the provider will complete for the firm.

#### Select Tax Pros from irs.gov



#### Select Access e-Services



#### Select Access e-file services



## Select Access e-file application



## Sign In or Create a New Account

Same and the second sec
Sign In or Create a New Account
You only need one ID.me account
If you already have an account, don't create a new one. You can use the same ID.me account to sign in to different IRS online services.
IRS now offers a sign-in option with ID.me, which offers access to IRS online services with a secure account that protects your privacy. ID.me is an account created, maintained, and secured by a technology provider. If you don't have an ID.me account, you must create a new account.
Sign in with an existing account Sign in with ID.me OR OR
Create a new account ID.me Create an account

## To create a new IRS e-file Application choose **Individual**.

IRSKutt F r   Short ID: VPC
Select Your Organization
Select the organization you will represent in this session. Each item below represents an organization for which you are authorized to perform work. By selecting an organization, you are logging in a authorized user of that organization and will be able to perform work for only that organization. You may represent yourself by selecting individual. You may filter organizations to narrow down the choices based on matching text.
Individual
Select "Individual" to represent yourself as an individual. No organization-specific authorizations will be granted.

# Select **e-File Application** from the drop-down.

e-services	Online Tutorials	Mailbox	Modify PIN	Profile	Contact Us						
External Services Authorization Management Welcome to the External Services Authorization Management Web Application. Please select an existing application or create a new application. The application will ask you for information regarding your Firm/Organization and personal information of the users on the application. New Application											
saved, you may come to allowed to submit the a a notification of the app Search Since your are associat	pack and revise the application pplication for review by the In dication status.	on af your convenience. Whe ternal Revenue Service. Th	API Client ID Application e-File Application IR Application for TCC (	ered, you will be ation and send you C (Forms 1094/1095-B and/on n Filing Information Returns E	Electronically (FIRE))						
	find the application(s) you are looking for.  PBBA Application for TCC (Audited Partnership and Partners) TIN Match Application  IRS Privacy Policy   Glossary R-esam-webapp (version 22.7.0+20)										

#### **Firm Information**

Firm Information is the initial screen displayed when you select 'e-File Application'. All information indicated with an asterisk is required. Only 'Volunteer Organizations' can choose 'None Required' for the 'Tax ID' selection.

The question, 'Do you want your firm/organization contact information posted on the IRS.gov public website?' (ERO Locator), defaults to 'Yes'. If you do not want this posted, select 'No'.

Firm Information	Application Details	Authorized Users	Application Summary	Application Comments	Application Submission				
Firm: EIN:									
	: e-File Application					Application Status: New Application			
Firm Inform	mation								
Thank you for tak	ing the time to appl	y for eServices. The	e application proc	ess will ask you for	information regarding you	ur Firm/Organization and personal information ill compare the information in the "Required			
Field" with inform include Taxpayer Enrolled Agent Id	ation received from Identification Numb numbers.	the Social Securit ber, Legal Names f	y Administration an or the Principals, F	the tax return inf Responsible Official	ormation you previously f is and the Firm/Organizat	iled. Information that you may need will ion, Date of Birth, Home Addresses and			
your information. (IRS). The IRS with	Once you have inpu II process your app	ut all the required i lication and send y	nformation you will you a notification as	be allowed to subr s to the results.	mit the application for you	to come back and revise the application with ir review by the Internal Revenue Service			
The time it takes	to fill out the applica	ation can vary by o	rganization and wil	II usually take betw	een 20-45 minutes.				
What Tax ID does to	his firm operate unde ) Not Required	**							
Business Structure Select	. ~								
Employer Identifica	tion Number (EIN)*								
Firm/Organization	Legal Name*								
Doing Business As	(Trade/Company Nar	ne)							
Business Pho	one								
Phone Country Coc 001-United States/0	de" Canada	<u> </u>	Phone Number*						
Business Fax									
Fax Country Code 001-United States/0	Canada	~	Fax Number						
Business Add	dress (Physical	Location)							
Country* United States	~								
Address Line 1*									
Address Line 2									
Address Line 3									
City*									
Province/State/U.S. Select	Territory*	~	Postal Code*						
Do you want your f	irm/organization cont	act information post	ed on the irs.gov put	blic website?					
	rate Web site(s) throu	igh which taxpayer is	nformation is collect	ed, transmitted, store	ed or processed?*				
If you own or ope	rate Web site(s) thr	ough which taxpay	er information is co	ollected, transmitte	d, stored, or processed, y	ou are required to register your URLs with us.			
Mailing Addre	***								
Is your mailing add Yes No	ress different from yo	our business address							
Year-round Address									
Is your firm/organiz Yes O No	Is your firm/organization open 12 months of the year ⑧ Yes ○ No								
PREVIOUS	SAVE	CONTINUE	E			Cancel			
			IRS PI	rivacy Policy   Glos	sary				

# Add Provider Option Information

Required fields are marked with an asterisk (*) and must be completed to submit the form.	
Provider Option* Electronic Return Originator Service Type* For Profit	
The following list of Return/Form Types are provided for this Provider Option Available Forms	
1040 - U.S. Individual Income Tax Return	
1040NR - U.S. Nonresident Alien Income Tax Return	
1041 - U.S. Income Tax Return for Estates & Trusts	
1042 - Annual Withholding Tax Return for U.S. Source Income of Foreign Persons	
1065 - U.S. Return of Partnership Income (1065 and 1065-B)	
1120 - Corporate Income Tax Return (1120, 1120-F, 1120-S)	
1120POL - U.S. Income Tax Return for Certain Political Organizations	
2290 - Heavy Highway Vehicle Use Tax Return	
2350 - Application for Extension of Time to File U.S. Income Tax Return	
4720 - Return of Certain Excise Taxes on Charities and Other Persons Under Chapters 41 and 42 of the Internal Revenue Code	
4868 - Application for Automatic Extension of Time to File U.S. Individual Income Tax Return	
5227 - Split-Interest Trust Information Return	
5330 - Return of Excise Taxes Related to Employee Benefit Plans	
56 - Application for Extension to File 56, Notice Concerning Fiduciary Relationship	
7004 - Application for Extension to File (7004)	
720 - Quarterly Federal Excise Tax Return	
8038CP - Return for Credit Payments to Issuers of Qualified Bonds	
8849 - Claim for Refund of Excise Taxes	
9465 - Installment Agreement Request	
94x Annual - 94x Annual Employment Tax Returns	
94x Qtrly - 94x Quarterly Employment Tax Returns	
94xPINReg - 94x On-Line Signature PIN Registration (94xPINReg)	
990 - Return of Organization Exempt from Income Tax (990, 990-EZ, 990-N, 990-PF) and Application for Extension to File (8868)	
990T - Exempt Organization Business Income Tax Return (and proxy tax under section 6033(e))	

## Authorized Users

This screen displays the Authorized Users. To add select the ADD button.

Firm Informatio	n Application Details	Authorized Users	Application Summary		cation ments	Application Submission					
EFIN Status	_										
Firm: Application 1	UN		er:	_					Applicat	tion Statu	s: Saved
Authoriz	ed Users										
Firms that hav	e selected/will be sele	cting only "Not For I	Profit"/"Covered E	ntity" se	ervice type DC	NOT NEED	"to add" the "F	Principal" or	"Principa	I Consent	role.
Authorized	l User(s)										
									-ex Pr	ev Page 1	Vextx-
Role Id 🌲	Organization Role 🜲	Name	TIN	\$	Position/ Tit	e Pho	ne/Extension	Notify of Changes	View	Edit	Delete
									-ac Pr	ev Page 1	Vext:
ADD Principal Principal Responsi Delegate Primary C	ble Official d User	JE									Cancel
Alternate					olicy   Glossa (version 18.5						

## Principals

Principals are the individuals within your firm held legally responsible by the IRS for the activities of the firm.

Add Principal	3							
Complete the fields below for each "Principal" listed on the application. Corporations must include the President, Vice-President, Secretary and Treasurer. Partnerships must include each partner who has a five percent (5%) or more interest. Sole-proprietors ONLY include the owner of the business. For partnerships in which no partner has at least a 5% interest or an entity that is not a sole proprietorship, partnership or corporation, include at least one individual authorized to act for the firm in legal and/or tax matters. A large firm (other than a sole proprietor) with multilayered management may include "Key Persons" who "participate substantially" in the firm"s IRS electronic filing operations as Principals on the firm IRS e-file Application.								
Required fields are marked with an asterisk (*) and must be completed to submit the form.								
First Name* Middle Initial   Last Name* Suffix   Social Security Number (SSN)* ✓     Date of Birth (mm/dd/yyyy)*								
Position or Title*								
U.S. Citizen*								
Email Address*								
Notify this person of changes to all Efile applications for this firm/organization								
Add this person as a Responsible Official								
Add this person as a Primary Contact								
SAVE >	Cancel							

#### **Responsible Official**

A Responsible Official is an individual with responsibility for and authority over the IRS e-file operation at designated locations. The Responsible Official is the first point of contact with the IRS and has default authorities to view and update the application and add, delete, and change Responsible Officials.

To change the default or add additional authorities of a Responsible Official, select the 'Authorities' at the bottom of the page.

Add Responsible official is the individual with responsibility and authority over the operations at designated sites. The responsible official is the first point of contact with the IRS, has the authority to sign revised applications, and is responsible for more than one office. You may delegate authorities to individuals, however, by delegating these responsibilities you will still be tresponsible for some and the responsible for more than one office. Wou may delegate authorities to individuals, however, by delegating these responsibilities you will still be tresponsible for the person shall be tresponsible for some and the responsible for more than one office. Wou may delegate authorities to individuals, however, by delegating these responsibilities you will still be tresponsible for more than a sterisk (*) and must be completed to submit the form.  First Name*	_		
The responsible official is the first point of contact with the IRS, has the authority to sign revised applications, and is responsible for ensuring that all requirements of the IRS e-file program are adhered to. A responsible official may be responsible for more than one office. You may delegate authorities to individuals, however, by delegating these responsibilities you will still be responsible for this person's actions and activities. Required fields are marked with an asterisk (*) and must be completed to submit the form.  First Name*  Int Type* B & BN	Add	Responsible Official	
The responsible official is the first point of contact with the IRS, has the authority to sign revised applications, and is responsible for ensuring that all requirements of the IRS e-file program are adhered to. A responsible official may be responsible for more than one office. You may delegate authorities to individuals, however, by delegating these responsibilities you will still be responsible for this person's actions and activities. Required fields are marked with an asterisk (*) and must be completed to submit the form.  First Name*  Int Type* B & BN			
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TIN Type* B 8N TIN Boolal Beourdy Number (B8N)* 	First Na	me* Middle Initial	
TIN Type*  Sala TIN  Social Security Number (SBN)*  Date of Birth (mmiddiyyyy)*  Position or Title*  U.S. Citizen* Select  Phone Country Code* Phone Number* Extension USAdd this person as a Primary Contact  Add this person as a Primary Contact  Add this person as a Primary Contact  Please select one or more of the following  Forme View Application Information Updata Application Information Updata Application Information Updata Application Information Sign & Submit Revised Applications Add, Delete & Change Principats			- 1
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Procettion or Title*  U.S. Citizen* Senect  Those Country Code* Phone Number* Extension D01-United States/Canada  Add this person as a Primary Contact Authorities Add this person as a Primary Contact  Authorities You may delegate authorities to individual, however, by delegating these responsibilities you will still be responsible for this person's action and activities.  Please select one or more of the following  Forme Use Application Information Updata Application Information Sign & Submit Revised Applications Add, Delete & Change Principals	icolal i	leourity Number (88N)*	
Procision or Title*			
	Date of	Birth (mm/dd/yyyy)*	
J. 8. Citizan* Select			
J. 8. Citizan* Select	orition	a or Titles	
Select  Email Address*  Phone Country Code*  Phone Number* Extension  Of1-United States/Canada  Add this person as a Primary Contact  Authorities  Authorities  You may delegate authorities to individual, however, by delegating these responsibilities you will still be responsible for this person*s action and activities.  Please select one or more of the following  Forms  View Application Information  Sign & Submit Revised Applications  Add, Delete & Change Principals	011101	LALINA.	
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	Select Email A Phone ( 0001-Un Add Autho (ou ma espon		

### **Primary Contact**

A Primary Contact is required for the application. Complete the Primary Contact section with the required information unless you selected 'Add this person as a Primary Contact' on the Principal or Responsible Official page. A Primary Contact is a person who will be available daily to answer IRS questions regarding this application and any processing issues throughout the year. Complete the required information and click 'SAVE'.

Add Primary Contact	3
	on a daily basis to answer IRS questions regarding this year. A Primary Contact is required for all applications. nust be completed to submit the form.
First Name*	Middle Initial
Position or Title* Email Address*	
Phone Country Code* DD1-United States/Canada	Phone Number* Extension Fax Number
SAVE >	Cancel

#### **Application Submission**

When you have completed the application process and all required information has been entered, you must SUBMIT the application for review and approval by the IRS.

Enter your five-digit Personal Identification Number (PIN) from the initial registration, check the Terms of Agreement (TOA) box, and select 'SUBMIT'. Only a Principal or designated Responsible Official can submit the application.

e-services	Online Tutorials	Mailbox	Mo	dify PIN	Profile	Contact Us					
Firm Information Appli	cation Details Authorized Users	Application Summary	Application Comments	Application Submission							
EFIN Status	EFIN Status										
	Doing Business as Name: GEORGE JETSONS E-SERVICE SPECIAL   EIN: 20-           Application Type: e-File Application   Tracking Number: 20220526094         Application Status: Saved										
Application Su	Ibmission										
You have completed the the IRS.	application process and all req	uired information has	s been entered. Y	ou are now able to s	ubmit this application for	review and approval by					
Returns, and related pul organizational structure	s will comply with all of the provi blications, for each year of our p changes, a new application mus ended from participation in the IF	articipation. Accepta st be filed. I further u	nce for participat nderstand that no	ion is not transferable oncompliance will res	e. I understand that if this ult in the firms and/or the	s firm is sold or its e individuals listed on this					
Please enter your PIN	to accept the terms for this ap	oplication. Your PIN	is your electron	nic signature that ye	ou selected when you r	registered.					
PIN*											
I accept the Terms of Agreement											
PREVIOUS	SUBMIT					Cancel					

### **Modify PIN**

To modify an existing e-Services Personal Identification Number (PIN), select the Modify PIN tab located at the top of the screen. Create a five-digit PIN and submit. This PIN can then be used to sign the e-file application.

e-services	Online Tutorials	Mailbox	Modify PIN	Profile	Contact Us						
e-services F	PIN										
	e-services requires each user to have a Personal Identification Number (PIN) to be used to sign your e-file, TIN Matching, IVES and ACA applications. Please ent										
2004 DT 0.40740.0	a five digit PIN (cannot be all the same digits) in the field below and click the submit button. Required fields are marked with an asterisk (*) and must be completed to submit the form.										
Confirm PIN*											
SUBMIT >		Cancel									