

## **Tax Request List for New Business**

1. Business Legal Name
2. Business Address
3. Federal ID Number
4. Business Type: S-Corp, C-Corp, LLC, etc.
5. Date Started
6. Copy of Letters (if available):
  - IRS Letter with Federal ID Number
  - IRS S-Corp Approval Letter (if applicable)
7. For Each Owner: Name, Address, % Owned, and Social Security Number
8. Was Business Purchased or New Start-Up?
9. If Purchased, Provide Closing Statement
10. Previous Year Tax Return (if available)