

Oregon Combined Payroll Tax Business Contact Change Form

To update contact and address information

Current information will ensure that you receive tax forms and other important information.

Business name	BIN (Oregon business identification number) -
Other names (ABN/DBA)	FEIN (Federal employer identification number) -

Update mailing address

(attach additional sheet if necessary)

Check all that apply: <input type="checkbox"/> Billings <input type="checkbox"/> Business mail <input type="checkbox"/> Payroll tax forms			
Address			
City		State	Zip
Telephone ()	Cell ()	Fax ()	
E-mail	<input type="checkbox"/> Check here to authorize us to initiate e-mail exchange of tax information		<input type="checkbox"/> Revoke all prior e-mail addresses

Update physical locations

(attach additional sheet if necessary)

#1 <input type="checkbox"/> Add location <input type="checkbox"/> Delete location	#2 <input type="checkbox"/> Add location <input type="checkbox"/> Delete location
Reason	Reason
Street address	Street address
City State Zip	City State Zip
<input type="checkbox"/> Is this an employee's home address?	<input type="checkbox"/> Is this an employee's home address?

Update offsite payroll services, accountants or bookkeepers

(attach a Power of Attorney for Authorized Representative)

Name of service, accountant or bookkeeper	Effective date
Contact	Telephone ()
Address	
City	State Zip
Fax ()	E-mail

Submitted by:

Print name	Title	Telephone ()
Signature	Date	

Fax to: 503-947-1700

Or mail to: Employment Department, 875 Union St NE Rm 107, Salem OR 97311-0030