

## Intuit Account Name Change Request

To update your Intuit account name, complete this form and fax it to 877.699.8996. You must include a copy of your current photo ID such as state issued ID, driver's license, or passport. You must also include proof that you paid for the service or product, such as bank statement that shows the subscription payments, the account number, and your name. You will receive an email, typically within 3 to 5 business days, confirming the update.

### Section 1 - Company Information \_\_\_\_\_

Federal Employer Identification Number (EIN): \_\_\_\_\_

Customer account number: \_\_\_\_\_

Main business address: \_\_\_\_\_

Main business phone number: \_\_\_\_\_

### Section 2 - Change requested \_\_\_\_\_

Old Intuit account name (as it currently occurs on your Intuit account):

\_\_\_\_\_

NEW Intuit account name (100 characters maximum):

\_\_\_\_\_

### Section 3 - Reason for Change \_\_\_\_\_

New "doing business as" (DBA) name for existing business

Change in corporate ownership (do you need to request a software license to a new owner?)

Dissolution or bankruptcy (do you need to request a software license to a new owner?)

Other (describe): \_\_\_\_\_

\_\_\_\_\_

### Section 4 - Contact information (in case we need to contact you) \_\_\_\_\_

Your name: \_\_\_\_\_

Email address: \_\_\_\_\_

Business phone number: \_\_\_\_\_

### Section 5 - Authorization (signature of a principal or duly authorized officer of the company is required) \_\_\_\_\_

By submitting this form, you represent and warrant that: (a) you are authorized to represent the business listed above; (b) all of the information you have provided above is true and correct; and (c) you are instructing and authorizing Intuit to update your account name within the business's Intuit account as set out above and for reason provided by you on this form.

Authorized signature: \_\_\_\_\_ Title: \_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

*\*The Intuit account name is how you want your company to be identified by Intuit. This could be your company's legal name, DBA, or any other name you have identified as your account name.*