



EIN Assistant

Your Progress: **1. Identify** 2. Authenticate 3. Addresses 4. Details 5. EIN Confirmation

Please confirm your selection.

Confirm your selection of **Government, Federal/Military** as the type of structure applying for an EIN.

What it is...

- The federal government includes all branches of the federal government system, such as the departments of: Treasury, Interior, Defense, etc.
- Military organizations include officers' clubs, enlisted men's clubs, NCO clubs, billeting funds, etc. All federal government/military agencies are direct employees of the federal government.

What it is not...

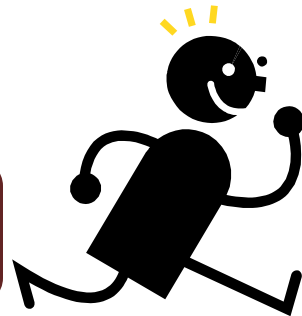
- You are not considered a federal government or military organization if you are a contractor doing business with the federal government or military.

If you need to change your type of structure, we recommend that you do so **now**, otherwise you will have to start over and re-enter your information. Additional help may be found by reviewing [all types of organizations and structures](#) before making your selection.

<< Change Type

Continue >>

Step 7:
Click Continue



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Why is the Government, Federal/Military requesting an EIN?

Choose **one** reason that best describes why you are applying for an EIN.

- ☐ **Started a new business**
Select this option if you are beginning a new business.
- ☐ **Hired employee(s)**
Select this option if you already have a business and need to hire employees.
- ☒ **Banking purposes**
Select this option if the reason for applying for the EIN is strictly to satisfy banking requirements or local law.
- ☐ **Changed type of organization**
Select this option if you are changing the type of organization you currently operate, such as changing from a sole proprietor to a partnership, changing from a partnership to a corporation, etc.
- ☐ **Purchased active business**
Select this option if you are purchasing a business that is already in operation.

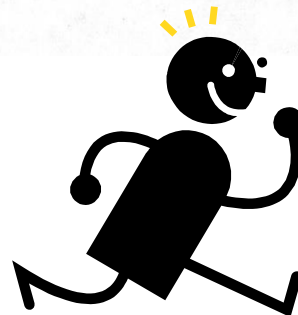
Continue >>

Help Topics

? [I do not see my reason for applying here. What should I choose?](#)

? [What if more than one reason applies to me?](#)

Step 8:
Mark the box for Banking purposes
Click Continue





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Your Progress: 1. Identify  2. **Authenticate** 3. Addresses 4. Details 5. EIN Confirmation

Who is the Responsible Party for the Government, Federal/Military?

The responsible party can be either an individual OR an existing business.

Please choose one:

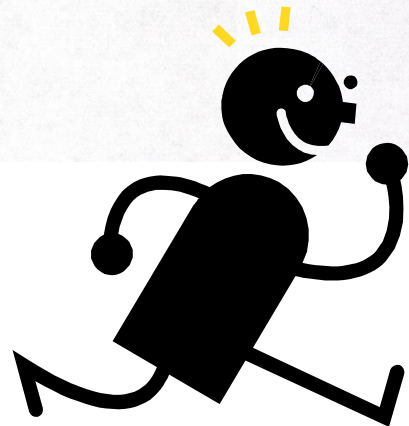
- ☒ Individual
☐ Existing business

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Step 9:

Mark the box for Individual
Click Continue



Note: We are not an existing business. If the FRG has an EIN already then you need the "Updating FRG EIN" document

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You selected individual. Please tell us about the Responsible Party.

*** Required fields**

Must match IRS records or this application cannot be processed.

The only punctuation and special characters allowed are hyphen (-) and ampersand (&).

First name * Jill
Middle name/initial
Last name * Macauley
Suffix (Jr, Sr, etc.) Select One
SSN/TIN * 123 - 45 - 6789

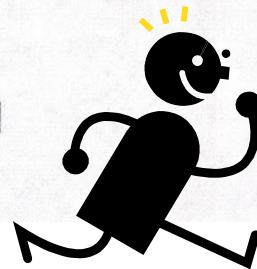
Choose One: *

- ☒ I am a duly authorized member, officer, or employee of the organization or government entity.
☐ I am a third party applying for an EIN on behalf of this organization.

Before continuing, please review the information above for typographical errors.

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**Step 10:**

Fill out the form as indicated in the picture
Mark "I am a duly authorized member.."
Click Continued

Note:

Yes the Treasurer will need to input their SSN number. The IRS requires this so they have a contact person regarding this organization and so the individual responsible is protected from tax liabilities for the money raised by the FRG.

**EIN Assistant**

Your Progress: 1. Identify ✓ 2. Authenticate ✓ 3. **Addresses** 4. Details 5. EIN Confirmation


Where is the Government, Federal/Military physically located?

- Please select the state.

* Required fields

The only special characters allowed for street and city are - and /.

Note: Must be a U.S. address. Do not enter a P.O. box. [For military addresses click here.](#)

Street * 20475 Gulf Victory Drive
City * Fort Bliss
State/U.S. territory * TEXAS (TX) 
ZIP code * 79916
Phone number * 915 - 744 - 5569

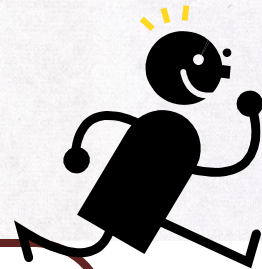
Should the mail be directed to a specific person or department within your organization? (This is commonly referred to as the "Care Of" name.)

If yes, please enter name: D CO 123rd BSB FRG Treasurer

Do you have an address different from the above where you want your mail to be sent? * ☐ Yes ☒ No

Before continuing, please review the information above for typographical errors.

Continue >>

**Step 11:**

When filling out this form provide the Unit's Address and the Unit's number. The name for the EIN number should always be the Unit. The example above is for Delta Company 123rd BSB. The mail should always be address to the Treasurer of the FRG. All Mail must go to the unit's address. **DO NOT PUT THE TREASURER HOME ADDRESS IN THIS FIELD!**

When finished click Continue