

IRS FORM SS-4

Application for Employer Identification No.

What is it for?

This form tells the IRS that you are going to be an employer and is used to obtain an Employer Identification Number (EIN) from the IRS. This EIN is used to open state employer accounts and designate all tax deposit and filing responsibility to PPL.

Why isn't my address listed on lines 4a and 4b?

Lines 4a and 4b ask for the mailing address to be attached to this employer account. Public Partnerships LLC (PPL) does not intend to burden you with IRS paperwork. By establishing PPL's address as the mailing address on your employer account, PPL ensures that you will not receive IRS paperwork relating to this program at your home.

Who are the people listed in the Third-Party Designee section?

Those are the PPL staff members who have experience obtaining EINs on behalf of Individual Employers. These individuals are the only people who can obtain an EIN on your behalf.

Which lines do I complete?

PPL's way of completing the SS-4 notifies the IRS that you will be using PPL to file and deposit your employer taxes, even though you will be the official employer of your service providers.

If you have applied for an EIN in the past, complete lines 16a, 16b, and 16c. You must sign and date the bottom of the form.

SS-4 Application for Employer Identification Number		OMB No. 1545-0043
Form (Rev. December 2017) Department of the Treasury Internal Revenue Service		EIN
<p>1 Legal name of entity (or individual) for whom the EIN is being requested</p> <p>2 Trade name of business (if different from name on line 1)</p> <p>3 Executor, administrator, trustee, "care of" name</p> <p>4a Mailing address (room, apt., suite no. and street, or P.O. box)</p> <p>4b City, state, and ZIP code (if foreign, see instructions)</p> <p>5 Country and state where principal business is located</p> <p>6 If a corporation, name the state or foreign country (if applicable) where incorporated</p> <p>7a Name of responsible party</p> <p>7b SSN, TIN, or EIN</p> <p>8a Is this application for a limited liability company (LLC) (or a foreign equivalent)?</p> <p>8b If "Yes," enter the number of LLC members</p> <p>9a Type of entity (check only one box). Caution: If "Yes," see the instructions for the correct box to check.</p> <p>9b If a corporation, name the state or foreign country (if applicable) where incorporated</p> <p>10 Reason for applying (check only one box)</p> <p>11 Date business started or acquired (month, day, year). See instructions.</p> <p>12 Closing month of accounting year</p> <p>13 Highest number of employees expected in the next 12 months (enter -0- if none). If no employees expected, skip line 14.</p> <p>14 If you expect your employment tax liability to be \$1,000 or less in a full calendar year and want to file Form 944 annually instead of Forms 941 quarterly, check here. (Your employment tax liability generally will be \$1,000 or less if you expect to pay \$4,000 or less in total wages.) If you do not check this box, you must file Form 941 for every quarter.</p> <p>15 First date wages or annuities were paid (month, day, year). Note: If applicant is a withholding agent, enter date income will first be paid to nonresident alien (month, day, year).</p> <p>16 Check one box that best describes the principal activity of your business.</p> <p>17 Indicate principal line of merchandise sold, specific construction work done, products produced, or services provided.</p> <p>18 Has the applicant entity shown on line 1 ever applied for and received an EIN?</p> <p>Third Party Designee</p> <p>Under penalties of perjury, I declare that I have examined this application, and to the best of my knowledge and belief, it is true, correct, and complete.</p> <p>Signature _____ Date _____</p> <p>For Privacy Act and Paperwork Reduction Act Notice, see separate instructions. Form SS-4 (Rev. 12-2017)</p>		