


Form <b>4419</b> (Rev. August 2013)	Department of the Treasury - Internal Revenue Service	OMB Number 1545-0387
	<b>Application for Filing Information Returns Electronically (FIRE)</b>  IRS encourages transmitters who file for multiple payers to submit one application and use the assigned TCC for all payers.	IRS Use Only

**1. Transmitter and/or Payer Information**

Legal Name (associated with EIN in Box 3)

Mailing Address

City	State	ZIP code
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**2. Person to contact about this request**

Name	Title
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Email Address	Telephone Number
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**3. Employer Identification Number (EIN)**  
 Social Security Number Not Permitted

**4. Is the request for a Foreign Transmitter without a TIN?**
☐ Yes    ☐ No

**5. What Tax Year will electronic filing begin?**
**6. Will TCC be used for Electronic Extension of Time Files only?**    ☐ Yes    ☐ No
**7. Type of return to be reported (Check the box(es) next to the returns you will file electronically.)**

**Important:** Form W-2 information is sent to the Social Security Administration (SSA) only. Do not use Form 4419 to request authorization to file this information electronically. Contact SSA for W-2 electronic filing information at 1-800-772-6270.

**Note: For the forms referenced below, electronic filing does not refer to online fill-in forms.**

<input type="checkbox"/> Forms 1097, 1098, 1099, 3921, 3922, 5498 and W-2G  See Publication 1220	<input type="checkbox"/> Form 1042-S, Foreign Person's U.S. Source Income Subject to Withholding  See Publication 1187	<input type="checkbox"/> Form 8027, Employer's Annual Information Return of Tip Income and Allocated Tips  See Publication 1239	<input type="checkbox"/> Form 8955-SSA, Annual Registration Statement Identifying Separated Participants with Deferred Vested Benefits  See Publication 4810
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**8. Check the appropriate box:**
☐ I have or will have software. (Name of software if known)    ☐ I have a service provider who will file my data for me.

**Under penalties of perjury, I declare that I have examined this document, including any accompanying statements, and, to the best of my knowledge and belief, it is true, correct, and complete.**

<b>9. Official of the company or organization</b>	Name	Title
	Signature (A computer generated signature is not acceptable.)	Date

## General Instructions

**Paperwork Reduction Act Notice.** We ask for the information on these forms to carry out the Internal Revenue Laws of the United States. You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by Code section 6103.

The time needed to provide this information would vary depending on individual circumstances. The estimated average time is:

### Preparing Form 4419 ..... 20 min.

If you have comments concerning the accuracy of this time estimate or suggestions for making this form simpler, we would be happy to hear from you. You can write to the Tax Forms Committee, Western Area Distribution Center, Rancho Cordova, CA 95743-0001.

DO NOT SEND THE FORM TO THIS OFFICE. Instead, see the instructions below on where to file. **When completing this form, please type or print clearly.**

**Purpose of Form.** File Form 4419 to request authorization to file any of the forms shown in Block 7 electronically. Please complete all required information. Transmitters who file for multiple payers may submit **one** application and use the assigned TCC for all payers. If your application is approved, a five-character alphanumeric Transmitter Control Code (TCC) will be assigned to your organization. If information on a previously submitted Form 4419 changes, contact the IRS to update. It is not necessary to submit a new Form 4419.

**Forms W-2:** Do **not** use Form 4419 to request authorization to file Forms W-2 electronically, since Form W-2 information is only sent to the Social Security Administration (SSA). **Contact SSA if you have any questions concerning the filing of Forms W-2 electronically at 1-800-772-6270.**

## Specific Instructions

**Due Date:** In order to ensure timely filing, submit Form 4419 at least 45 days before the due date of the return.

### Block 1

Enter the legal name (associated with the EIN in box 3) and the complete address of the organization that will submit the electronic files (transmitter and/or payer). **Required.**

### Block 2

Enter the name, title, email address and telephone number (with area code) of the person to contact about this application. This should be a person who is knowledgeable about electronic filing of information returns. **Required.**

### Block 3

Enter the Employer Identification Number (EIN) of the organization transmitting the electronic files. Social Security Numbers (SSN) are not permitted. **Required.**

### Block 4

Check the appropriate box to indicate if you are a foreign transmitter who does not have a nine-digit Taxpayer Identification Number. **Required.**

### Block 5

Enter the tax year that you wish to begin filing electronically.

**Required.**

### Block 6

Check the appropriate box to indicate if you are requesting a transmitter control code solely for filing Form 8809, *Application for Extension of Time To File Information Returns, electronically*.

**Required.**

### Block 7

Only check the box next to the returns you need to file with IRS electronically. A separate TCC will be assigned for each box checked in Block 7. **Required.**

Please submit your electronic files using the correct TCC. For further information concerning the electronic filing of information returns, access IRS.gov for the current tax year publications. The following publications are available:

Publication 1220, *Specifications for Filing Form 1097, 1098, 1099, 3921, 3922, 5498, 8935, and W-2G Electronically*

Publication 1187, *Specifications for Filing Form 1042-S, Foreign Person's U.S. Source Income Subject to Withholding, Electronically*

Publication 1239, *Specifications for Filing Form 8027, Employers Annual Information Return of Tip Income and Allocated Tips, Electronically*

Publication 4810, *Specifications for Filing Form 8955-SSA, Annual Registration Statement Identifying Separated Participants and Deferred Vested Benefits, Electronically*

### Block 8

Indicate if your company will be filing your data with a software package (and provide the name of the software) or if you have contracted to have a service provider file your data for you.

**NOTE: The FIRE system does not provide an on-line fill-in option for the forms listed in Block 7.** You must transmit your data in the specific format required by IRS.

### Block 9

The form must be signed and dated by an official of the company or organization requesting authorization to report electronically.

**Required.**

### Mailing Address:

Send your Form 4419 to the address below:

Internal Revenue Service  
230 Murall Drive Mail Stop 4360  
Kearneysville, WV 25430

If you prefer, Form 4419 can be faxed to the IRS at (877) 477-0572 from within the U.S. or (304) 579-4105 from outside the U.S.

You may contact the IRS at (866) 455-7438 from within the U.S. or (304) 263-8700 from outside the U.S., Monday through Friday.

We will not issue a TCC over the phone or by email. If you do not receive a reply from IRS within 45 days, contact us at the telephone number shown above. Do not submit any files until you receive your TCC.