

FR-800C Change of Name or Address

Important: Print in CAPITAL letters using black ink.

Taxpayer Identification Number

Fill in if FEIN

Fill in if SSN

OFFICIAL USE

Account Number (provided by OTR)

Old Business name

Old Mailing address line #1

Old Mailing address line #2

City

State

Zip Code + 4

DATE OF CHANGE MMDDYYYY

New Taxpayer Identification Number (if applicable)

New Business Name

New Mailing address line #1

New Mailing address line #2

City

State

Zip Code + 4

Contact person

Contact telephone number

Instructions

The FR-800C "Change of Name or Address" form may be used to make a name or address change for your Sales and Use Return.

- Fill in your taxpayer identification number.
- Fill in the appropriate oval to indicate whether the number is a Federal Employer Identification Number (FEIN) or a Social Security Number (SSN).
- Complete all lines affected by your change.
- Fill in the contact person and telephone number fields.
- Mail the completed form to the Office of Tax and Revenue, PO Box 470, Washington, DC 20044-0470.