

Registration Application for
Income Tax Withholding, Sales and Use Tax, and
Machinery, Equipment, and Manufacturing Fuel Tax
North Carolina Department of Revenue

I. Identifying Information

- 1. Federal Employer ID No. or Proprietor's Social Security No.
2. Type of Ownership: If other, please identify type of ownership here:
If a corporation, state of incorporation: If N.C. Corporation or LLC, enter N.C. Secretary of State ID No.
3. Legal Business or Owner's Name:
4. Trade Name(DBA Name):
5. Daytime Business Phone: 6. Fax Phone:
7. Business Location in N.C. Street (Not P.O. Box Number) City State Zip Code County
8. Is the business located within city or town limits? 9. Number of locations in N.C. Enclose list if more than one.
10. Mailing Address: Street or P.O. Box City State Zip Code
11. List primary partners or corporate officers (President, Vice President, Secretary, and Treasurer):
Name Title Social Security No. Address

II. Withholding Tax Section - Complete this section if you are applying for an Income Tax Withholding Number.

- Do you have employees who are subject to N.C. withholding? Date on which wages were or will first be paid in N.C.
Do you make pension payments to N.C. residents? If yes, do you choose to report the pension payment withholding separately?
Do you pay compensation (other than wages to employees) to a nonresident entity or a nonresident individual for personal services performed in N.C.? If yes, do you choose to report this withholding separately? (See instructions.)
Amount of tax you expect to withhold each month: Less than \$250 (Quarterly) \$250 - \$2,000 (Monthly) More than \$2,000 (Semiweekly)
If your business is seasonal, fill in circles for months employees are paid: Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

III. Sales and Use Tax Section - Complete this section if you are applying for a Sales and Use Tax Number.

- When will you start selling or purchasing items subject to N.C. sales or use tax? (You are required to file returns beginning with the month or quarter you indicate.)
Will your sales be? Retail (to users or consumers) Wholesale (to registered merchants for resale) Both Retail and Wholesale
What will you sell? (Be specific)
Are you registering only to remit use tax on your purchases?
Will you sell electricity or telecommunications, cable, or satellite services?
Will you lease motor vehicles to others? Will you sell new tires?
Will you sell new appliances? What accounting method will you use?
Amount of sales tax expected each month: Less than \$100 (Quarterly) \$100 - \$10,000 (Monthly) \$10,000 or more (Semimonthly)
If your business is seasonal, fill in circles for months of sales: Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

IV. Machinery, Equipment, and Manufacturing Fuel Tax Section - Complete this section if you are applying for a number to remit tax on your purchases of machinery, equipment, or manufacturing fuel.

- Are you registering to remit tax on purchases of machinery or recycling equipment?
Are you registering to remit tax on purchases of fuel to operate a manufacturing industry or plant?

IV. Signature: _____ Title: _____ Date: _____

I certify that, to the best of my knowledge, this application is accurate and complete.

