



211102 19999

Address or Name Change Form

Use this form to notify the department of the address and/or name change. Your Colorado Account Number (CAN) is an 8 digit account number that is assigned to you when you opened your account with the department. The Federal Employer Identification Number (FEIN) is a number assigned by the IRS.

For changing ONLY the main business address, please select the appropriate box(es). If your business has a physical location, your sales tax license from the department will show an 8 digit account number followed by a 4 digit site number for each location you operate or sell into. To change the address for a specific physical location, please include the 4 digit location (site) number. Be sure to include the effective date

for the address change to avoid incorrect assessments of tax liability. If there are multiple address changes for multiple account types, please list the information on page 2.

Note: A new FEIN or a change in ownership (and you are the new owner) will require a new account. You must complete a Colorado Sales Tax and Withholding Account Application (CR 0100) by visiting Tax.Colorado.gov/forms-in-number-order.

Revenue Online allows for convenient and secure access to conduct business with the Department of Revenue. If you have a login, you can also change your mailing address for certain accounts online at Colorado.gov/RevenueOnline.

Colorado Account Number (CAN) FEIN or SSN/ITIN Change Main Address
Mailing Address Physical Address Both

Apply address change to account(s)

Withholding Tax Gaming Withholding Excise Individual Corporate
1099 Withholding Oil & Gas Withholding IFTA Partnership Other (list account)

Sales Tax Location (Site) Address Change Only 4 Digit Location (Site) Number to Change Effective Date of Change (MM/DD/YY)

Note: If your retail business location changed in the middle of a filing period, you must file a separate sales tax return for the taxes collected at each location

Previous Address and Current Name Current Address and/or New Name
Business Name or Last Name, First Name Business Name or Last Name, First Name
Previous Address Current Address
City City
State ZIP Code Phone Number State ZIP Code Phone Number

Note: For business name change, provide a copy of the IRS SS-4 and/or Amended Articles of Incorporation from the Secretary of State. For individual name change, provide either a copy of your state ID or driver's license, social security card, marriage certificate, divorce decree, or court document

Authorized Signature

Email to: DOR_taxapplications@state.co.us, or
Mail to: Colorado Department of Revenue, Taxpayer Service Center,
PO Box 17087, Denver, CO 80217-0087



211102 29999

Colorado Account Number (CAN)	FEIN or SSN/ITIN	Business Name or Last Name, First Name

Apply address change to account(s)

- Withholding Tax
 Gaming Withholding
 Excise
 Individual
 Corporate
 1099 Withholding
 Oil & Gas Withholding
 IFTA
 Partnership
 Other (list account) _____

Previous Address				Current Address			
Previous Address				Current Address			
City				City			
State	ZIP Code		Phone Number	State	ZIP Code		Phone Number

Apply address change to account(s)

- Withholding Tax
 Gaming Withholding
 Excise
 Individual
 Corporate
 1099 Withholding
 Oil & Gas Withholding
 IFTA
 Partnership
 Other (list account) _____

Previous Address				Current Address			
Previous Address				Current Address			
City				City			
State	ZIP Code		Phone Number	State	ZIP Code		Phone Number

Apply address change to account(s)

- Withholding Tax
 Gaming Withholding
 Excise
 Individual
 Corporate
 1099 Withholding
 Oil & Gas Withholding
 IFTA
 Partnership
 Other (list account) _____

Previous Address				Current Address			
Previous Address				Current Address			
City				City			
State	ZIP Code		Phone Number	State	ZIP Code		Phone Number

Email to: DOR_taxapplications@state.co.us, or
Mail to: Colorado Department of Revenue, Taxpayer Service Center,
PO Box 17087, Denver, CO 80217-0087