

PERSONAL ASSISTANCE SERVICES PROGRAM

FILLING OUT IRS FORM SS-4
APPLICATION FOR EMPLOYER IDENTIFICATION NUMBER

IN ORDER FOR YOU, THE PARTICIPANT, TO BE THE EMPLOYER OF RECORD FOR YOUR EMPLOYEES YOU MUST HAVE YOUR OWN EMPLOYER IDENTIFICATION NUMBER. AN EMPLOYER IDENTIFICATION NUMBER IS OBTAINED BY COMPLETING AND FILING IRS FORM SS-4. PLEASE COMPLETE THE FOLLOWING INFORMATION ON THE ATTACHED IRS FORM SS-4:

- **LINE 1- YOUR NAME (First Name, Last Name)**
- **LINE 4A- YOUR STREET ADDRESS (Apt or Floor #)**
- **LINE 4B- YOUR CITY, STATE, ZIP CODE**
- **LINE 6- YOUR COUNTY AND STATE**
- **LINE 7A- YOUR NAME AGAIN**
- **LINE 7B – YOUR SOCIAL SECURITY NUMBER**
- **PLEASE SIGN, DATE AND WRITE PHONE NUMBER AT THE BOTTOM OF THE FORM IN THE SPACE PROVIDED**

COMMUNITY ACCESS UNLIMITED HAS COMPLETED THE REST OF THE SS-4 FOR YOU AND WILL PROCESS IT. *IF YOU NEED ANY ADDITIONAL ASSISTANCE COMPLETING THE FORM PLEASE CONTACT US AT 1-877-354-9944.*



*****REMEMBER TO RETURN IRS FORM SS-4 AS SOON AS POSSIBLE WITH FORM 2678, 8821 (2) AND THE NJ REG*****