

Online EIN Filing Prep Worksheet

Fillable Prep Worksheet — ClearLegalTips.com (2026)

INSTRUCTIONS FOR USE

Gather this information before you start the online process so you can finish in one sitting. Fill the blanks; tick boxes as you complete each item.

Decide the Route

☐ File free directly at IRS.gov (recommended)

☐ Use a paid third-party service

☒ The IRS never charges for an EIN.

Information Needed

Legal entity name + DBA: _____

Responsible party name + SSN/ITIN: _____

Business address + start date: _____

Reason for applying: _____

Notes

This resource is provided by ClearLegalTips.com for general informational purposes only and does not constitute legal advice. Laws vary by state and change over time. Consult a licensed attorney for advice specific to your situation.