

My Alabama Taxes (MAT) Sign On ID & Access Code Request Form (Fax or Mail-in Form)

Introduction

In order to receive a Sign On ID and Access Code, you must first have a valid Tax Account Number with the Alabama Department of Revenue (ADOR).

To register online for a Tax Account Number, please go to: Alabama Business Tax Online Registration (Tax Account Number)

<http://web01-staging.caps.ua.edu/dor/sales-use/alabama-business-tax-online-registration-system/>

Instructions

- Complete the form below.
- Print a copy of the form.
- Fax or mail to the EFT Unit.

When ADOR receives a properly completed and submitted Request Form, we will mail your Sign On ID and Access Code letter to the mailing address we currently have on file for your account. Please allow 4 to 6 business days for delivery. If you need to speak with an ADOR representative for assistance, please call 1-800-322-4106.

ATTN: EFT UNIT
Alabama Department of Revenue
P.O. Box 327950
Montgomery, AL 36132-7950
Fax: 334-242-0251

Do NOT use this form to apply for a Tax Account Number. ALL Fields are Required in the Form.

Account Information

Tax Account Number(s) Assigned by ADOR: _____
(Enter NA if not applicable.)

FEIN: _____
(Use FEIN if your tax payment does not require a Tax Account Number or NA if not applicable.)

Tax Type associated with your tax account number or FEIN: _____
(Ex: Sales Tax, Tobacco Tax, Corporate Tax, Withholding, etc.)

Business Entity Information

Legal Name: _____

D/B/A: _____
(Enter NA if not applicable.)

Contact Information

Name: _____

Title: _____

Telephone Number: _____
(xxx-xxx-xxxx format)

E-Mail Address: _____

Third Party Representatives

Are you a third party representative requesting information on behalf of your client? yes no

If you are a third party representative requesting confidential information on behalf of your client, you must include a properly executed Power of Attorney (Form 2848A) or Tax Information Authorization Form (Form 8821A) with your request if you have authority from your client to receive their Sign On Id and Access Code.

Clear Form