



Application for a Letter of Good Standing

→ **Requirements:**

1. The business must be current with all Tax Commission filing and payment obligations.
2. Complete and fax or mail this form to request a *Letter of Good Standing*.

Name of business

Current business address

City

State

ZIP code

Commerce number/entity number

Federal Identification Number

Parent name

Parent Federal EIN

Name of business owner or name and title of corporate representative (if not an owner or corporate officer, submit a Power of Attorney, TC-737, with the application)

Check this box if you are requesting a *Letter of Good Standing* to reinstate with the Department of Commerce.

Signature of business owner or corporate representative

Date

Phone

Please note: Processing this application takes 5-10 days. If the business has not filed any required returns, or if it has ignored a tax liability, or if it is not current on a payment plan, we will mail you a requirement letter explaining what you must do. If you do not meet the requirements within 30 days, the request will expire and you must reapply. If you have questions, please call the Tax Commission at 801-297-2200 or 1-800-662-4335 (toll free outside the Salt Lake area).

Name of person to receive the *Letter of Good Standing* (if not an owner or corporate officer, submit a Power of Attorney, TC-737, with the application)

Mailing address

City

State

ZIP code

Phone

If you would like us to fax the *Letter of Good Standing* to you, please provide a fax number: _____

→ **Return completed form to:**

Utah State Tax Commission
Taxpayer Services Correspondence
210 North 1950 West
Salt Lake City, UT 84134
Or fax to 801-297-7699