

Intuit DIY Payroll

Change in Payroll PIN Request

If you have forgotten your Payroll PIN or need a new PIN for security reasons, please complete this form and contact Intuit payroll support to submit.

NOTE: This form must be signed by the primary principal that Intuit has on file. If the primary principal has changed, follow instructions to submit a change request ("Change primary principal for Basic, Standard and Enhanced) before submitting this form.

We will contact you within one (1) business day from the receipt of this form to notify you of completion of your request.

Please fill out all necessary details.

Employer Identification Number (EIN): _____

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Principal Signature

Print Name

Date

Identification Instructions:

1. Place the driver's license of government issued photo ID card of the principal/company owner in the space below, then photocopy the ID along with this form.
2. Complete, sign, and date the form.
3. Contact Intuit payroll support to assist you in submitting the form.
4. Wait for an email from Intuit Payroll for the status of your request.

PRINCIPAL DRIVERS LICENSE OR GOVERNMENT ISSUED ID

Place government issued photo ID here,
then photocopy or scan form and license together.