

Form OR-BCC



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Office use only

Combined Payroll Tax Business Contact Change

Submit original form—do not submit photocopy

Updating contact and address information ensures you'll receive tax forms and other important documents. Updates to contacts and address can also be submitted through your Revenue Online account at revenueonline.dor.oregon.gov.

Part A—Business information

Business name	Federal employer identification number (FEIN)
Other names (ABN/DBA)	Business ID number (BIN)

Part B—Update mailing address

Business mailing address	City	State	ZIP code
Phone	Email		

Check here to authorize us to initiate email exchange of tax information Check here to revoke all prior email addresses

Part C—Update physical locations

List all physical locations and attach additional sheet if necessary.

1.

Add location Delete location Check box if this is an employee home address

Reason for location change

Street address	City	State	ZIP code
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2.

Add location Delete location Check box if this is an employee home address

Reason for location change

Street address	City	State	ZIP code
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Part D—Update business contact person

Attach power of attorney form for authorized representative. To add or remove additional business contacts, please attach an additional sheet and clearly state contact is being added or removed.

Business contact name	Title
Phone	Email

Part E—Authorization Under penalties of false swearing, I declare that the information on this form, including accompanying documents, is true, correct, and complete to the best of my knowledge and belief. (ORS 305.810) I authorize the Employment Department, the Department of Revenue, and the Department of Consumer & Business Services to verify any of the above information with regard to this business. I will notify each agency if there is a change or cancellation of the above authorized representative.

Name (print or type)	Title
Phone	Email
Authorized signature	Date

X

Mail your completed form to: **Oregon Employment Department** Fax to: **503-947-1700**
875 Union Street NE - Room 107 Email to: **oed.contributions.and.recovery.division@employ.oregon.gov**
Salem OR 97311-0030

Retain a copy for your records