



Enrollment and Authorization for e-Services Program

DR-600

R. 03/11



This form can be completed online at www.myflorida.com/dor



To enroll for multiple taxes or fees, you must use a separate form for each tax or fee or you can enroll online all at once.

Rule 12-24.011
Florida Administrative Code
Effective 06/11

Section 1 – Check the Box That Applies

<input type="checkbox"/> Initial enrollment Complete all sections	<input type="checkbox"/> Change in filing/ payment method Complete sections 2, 4, 5, and 6	<input type="checkbox"/> Bank change Complete sections 2, 5, and 6	<input type="checkbox"/> Contact information change Complete sections 2, 3, & 6
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Section 2 – Business Information

Business entity name	Type of tax
FEIN/SSN*	Tax account/certificate number (if different from FEIN/SSN)

Section 3 – Contact Information

Electronic Payment Contact Person's Information		Electronic Return Contact Person's Information	
Name		Name	
Mailing address		Mailing address	
City/State/ZIP		City/State/ZIP	
Telephone number (include area code)	Fax number (include area code)	Telephone number (include area code)	Fax number (include area code)
E-mail address		E-mail address	
Contact is a: <input type="checkbox"/> company employee <input type="checkbox"/> non-related tax preparer		Contact is a: <input type="checkbox"/> company employee <input type="checkbox"/> non-related tax preparer	
If tax preparer, provide Preparer Taxpayer Identification Number (PTIN):		If tax preparer, provide Preparer Taxpayer Identification Number (PTIN):	
If unemployment (UT) agent, provide UT Agent Number		If unemployment (UT) agent, provide UT Agent Number	

Section 4 – Tax Type and Filing/Payment Method Selection

All taxes that have electronic filing and/or payment options are listed in the chart below. Locate the tax you want to enroll for, select the reporting method you intend to use, and check the appropriate box. **Note:** If you wish to enroll for multiple taxes or accounts, you must use a **separate form** for each one or enroll online using our Internet site. The online application allows you to enroll for all taxes at one time.

*Social security numbers (SSNs) are used by the Florida Department of Revenue as unique identifiers for the administration of Florida's taxes. SSNs obtained for tax administration purposes are confidential under sections 213.053 and 119.071, Florida Statutes, and not subject to disclosure as public records. Collection of your SSN is authorized under state and federal law. Visit our Internet site at www.myflorida.com/dor and select "Privacy Notice" for more information regarding the state and federal law governing the collection, use, or release of SSNs, including authorized exceptions.

Tax/Fee Type	Internet file and pay (ACH-Debit)	Internet file only w/ACH-Credit**	Software file and pay (ACH-Debit)	Software file only w/ACH-Credit**	EFT only w/ACH-Debit	EFT only (ACH-Credit)**	Direct file & pay (ACH-Debit)	Direct file & pay (ACH-Credit)**
Sales and use tax								
Solid waste and surcharge								
Unemployment tax								
Insurance premium tax								
Documentary stamp tax								
Gas and sulfur production tax								
Communications services tax								
Corporate income tax F-1120A (short form)								
Corporate income tax F-1120 (long form)								
Gross receipts tax								
Mitigation fees								
Clerk of Court								
Red light camera penalties								

Tax/Fee Type	Internet file and pay (ACH-Debit)	Internet file only w/ACH-Credit**	Information Returns	EFT only w/ACH-Debit	EFT only (ACH-Credit)**	Direct file & pay (ACH-Debit)	Direct file & pay (ACH-Credit)**
Fuel tax (Terminal Supplier)							
Fuel tax (Terminal Operator)							
Fuel tax (Wholesaler/Importer)							
Fuel tax (Local Government)							
Fuel tax (Mass Transit)							
Fuel tax (Blender/Retailer of Alt. Fuel)							
Fuel tax (Petroleum Carrier)							
Fuel tax (Exporter)							
Fuel tax (Aviation)							
Pollutants tax							
Severance tax/solid minerals							
Oil and gas production tax							

See Next Page for Filing/Payment Method Descriptions.

** You must supply a letter that states a valid business reason for selecting the ACH-Credit method. Valid reasons include your previous use of this method in other business-related activities, or internal controls within your business regarding ACH transfers.

Filing/Payment Method Descriptions

ACH-Debit is the action taken when the Department's bank withdraws a tax payment from the taxpayer's bank account upon payers request; the taxpayer's account is debited.

ACH-Credit is the action taken when the taxpayer's bank transfers a tax payment to the Department's bank account; the Department's account is credited. **This is not a credit card payment.**

EFT only (ACH-Debit) means **electronic funds transfer only** and refers to an electronic **payment** through the Department's **telephone payment system**.

EFT only (ACH-Credit) means **electronic funds transfer only** and refers to an electronic **payment** made through the remitter's financial institution or banking software. The Department's payment system(s) would not be used to make payment.

Internet file refers to filing return(s)/report(s) on the Department of Revenue Internet site. Internet access is required. No commercial filing software is needed.

Software file refers to filing return(s)/report(s) using commercial software.

Direct file and pay refers to converting tax data to a file format specified by the Department. This **requires approval**. For more information regarding **direct file** you may send an e-mail to: **e-vendor@dor.state.fl.us**

Information returns refers to when the Department requires an informational tax return but no tax is due with the return.

Section 5 – Banking Information (not required for ACH-Credit)

Bank Name _____ ABA Routing/Transit No.

Bank Account No. _____

Account Type Business Checking Personal Checking Business Savings Personal Savings

Note: Due to federal security requirements, we cannot process international ACH transactions. If any portion of the money used in payments you will make will come from financial institutions located outside of the US or its territories for the purpose of funding these payments, please contact us to make other payment arrangements. If you are unsure, please contact your financial institution.

Section 6 – Enrollee Authorization and Agreement

This is an Agreement between the Florida Department of Revenue, hereinafter "the Department," and the business entity named herein, hereinafter "the Enrollee," entered into according to the provisions of the Florida Statutes and the Florida Administrative Code.

By completing this agreement and submitting this enrollment request, the Enrollee applies and is hereby authorized by the Department to file tax returns and reports, make tax and fee payments, and transmit remittances to the Department electronically. This agreement represents the entire understanding of the parties in relation to the electronic filing of returns, reports, and remittances.

The same statute and rule sections that pertain to all paper documents filed or payments made by the Enrollee also govern an electronic return, or payment initiated electronically according to this enrollment.

I certify that I am authorized to sign on behalf of the business entity identified herein, and that all information provided in this document has been personally reviewed by me and the facts stated in it are true. According to the payment method selected above, I hereby authorize the Department to present debit entries into the bank account referenced above at the depository designated herein (ACH-Debit), or I am authorized to register for the ACH-Credit payment privilege and accept all responsibility for the filing of payments through the ACH-Credit method.

Signature

Title

Date

Print Name

Telephone Number

Second signature (if dual signature account)

Title

Date

Most change/update requests can be made online if you are already enrolled and have your user information.

Complete and mail this form to:

e-Services Unit
Florida Department of Revenue
PO Box 5885
Tallahassee FL 32314-5885
Fax 850-922-5088

**Or enroll online:
www.myflorida.com/dor**

**Call for assistance:
800-352-3671**