Form R-7

Application for Enrollment as a Virginia Authorized Agent

Complete this form to register as an authorized agent representing taxpayers before the Virginia Department of Taxation or to change information if you are already registered as an authorized agent. A Virginia Authorized Agent is not required to be an enrolled agent. The Virginia Authorized Agent designation simply means that the individual has registered with the Virginia Department of Taxation as a representative for taxpayers.

When this form is processed, a letter will be sent from the Virginia Department of Taxation confirming your registration as an authorized agent and will include your Virginia Authorized Agent Number. This number must be included on the Form PAR 101.

Form PAR 101 must be completed by the taxpayer to declare a representative and establish a power of attorney.

Return this form to:	Virginia Department of Taxation	FAX:	(804) 254-6115
	P.O. 1114	For Individual Assistance Call:	(804) 367-8031
	Richmond, Virginia 23218-1114	For Business Assistance Call:	(804) 367-8037

Representative Information

	Change of information - Check here to indicate this form is being		Virginia Authorized Agent Number		
	submitted for changes to name, address, phone number, fax and e-mail		(complete	(complete for changes only)	
	address. Include the Authorized Agent number for change of				
	information only.		Α-		
Last Name		First Name		MI	
Business Name (If applicable)				FEIN	
Business Address or P.O. Box (Mailing address if not a business)					
				Note: Additional businesses may be	
			included by attaching a separate list.		
City, State and Zip Code					
				Be sure to include complete business	
				name, address and FEIN.	
SSN (or last 4 digits)		Federal CAF # (if	leral CAF # (if applicable)		

Sign Here

Signature		Date
Best Daytime Phone Number	FAX Number	
E-mail Address	Note: No personalized taxpayer correspondence or tax data will be sent via e-mail. The e-mail address will be used only for general information and registration purposes.	