ACCOUNT CHANGES - REPORT EMPLOYMENT AND BUSINESS CHANGES

This form must be completed and returned if changes have occurred to this business. If there have been no changes, do not return the form. Please contact us if you have questions: 608-261-6700 taxnet@dwd.wisconsin.gov	Return completed form to: DWD Unemployment Insurance Division Bureau of Tax and Accounting P O Box 7942 Madison WI 53707 Fax: 608-327-6158 Email: taxnet@dwd.wisconsin.gov (save completed form and attach saved file to an e-mail)

UI Account Number	Legal Name

A. REQUIRED: CONTACT INFORMATION:

Information supplied by (name and position)	Date Form was Completed

Phone Number	Email Address

Person to contact for additional information (name and position)	

Phone Number	Email Address

B. ENTER CHANGES FOR LISTED ITEMS OR COMPLETE IF ANY ITEM IS BLANK ON YOUR CONTRIBUTION/WAGE REPORT:

New Address	New Legal Name qwe	
	New Trade Name	
New Business Email Address	New Federal ID Number	New Phone Number

C. COMPLETE IF BUSINESS WILL NOT HAVE EMPLOYEES DURING THE NEXT 12 MONTHS OR LONGER:

☐ Business activity ended (business not sold) ☐ Sale/transfer/reorganization of business activity/assets (complete Section D below) ☐ No longer operating in Wisconsin, but still operating in another state ☐ Business continuing without employees (provide explanation in Section E below) ☐ Employing Independent Contractors ☐ Death ☐ Other: _____	Date of Last Wisconsin Employment Date of Last Wisconsin Payroll

D. SALE/TRANSFER/REORGANIZATION OF BUSINESS: Section 108.16(8)(k) Wis. Stats. Requires Written Notice Within 30 Days of Change

Change in Business Entity/ Reorganization	Does the reorganized business have different ownership than the former business? ☐ Yes ☐ No	Date of Reorganization
	Briefly explain the reorganization	New Federal ID Number
		New Legal Name
		New Address

Transferred/ Sold or Acquired Business	Transfer Effective Date	Check One: ☐ Total Sale ☐ Partial Sale ☐ Total Purchase ☐ Partial Purchase
	Check One: ☐ Business Sold/Transferred to ☐ Business Acquired From	Legal Name
		Trade Name
	UI Account Number	Address
	Phone Number	

E. OTHER CHANGES (PROVIDE EXPLANATION):