

To

- Finanzamt Österreich, Postfach 260, 1000 Wien
- Finanzamt für Großbetriebe, Postfach 251, 1000 Wien

**PLEASE NOTE:**

The registration for a partnership or legal entity must be carried out in person at a department of the tax office by a representative under company law or an authorised person with certified special power of attorney. This form should be used for this purpose. Natural persons can also register online at [www.finanze.at](http://www.finanze.at). If you register as a non-entrepreneurial, natural person with the tax office in writing or in person, please state your desired user ID under point a).

Please fill in in CAPITAL LETTERS and only in black or blue colour.  
**In any case, the fields with a strong border must be filled out.**

- Registration for FinanzOnline/Business service portal <sup>1)</sup>**  
and application for electronic file inspection pursuant to § 90a of the Austrian Federal Tax Code (Bundesabgabenordnung, BAO)
- Reset to startup password** (citizen)
- Reset to start supervisor** (entrepreneur)

Privacy Policy at [bmf.gv.at/datenschutz](http://bmf.gv.at/datenschutz) or on paper in all tax and customs offices

**Participant a) Natural person**

**NOTE:** legal entities - fill in reverse side

SURNAME

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FIRST NAME

TITLE

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10-digit social security number according to e-card <sup>2)</sup>

Gender

Date of birth (If **no** social security number available, **in any case fill in**)

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- Female
- Male
- inter/diverse/open

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ADDRESS (street, house no., door no.)

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Postcode

CITY

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Tax number

User ID <sup>3)</sup> [8-12 characters, at least one letter (lowercase letters also possible), at least one number, no umlauts, no special characters]

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**Legal representative** (Only fill in if available. Please submit suitable documents to prove your role as a legal representative.)

FAMILY OR LAST NAME AND FIRST NAME

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ADDRESS (street, house no., door no.)

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Postcode

CITY

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Function (e.g. person entrusted with custody, administrator, curator)

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Federal Ministry  
Republic of Austria  
Finance

<sup>1)</sup> If you meet the requirements for issuing a sales tax identification number [Art. 28 Para. 1 Austrian Value Added Tax Act (Umsatzsteuergesetz, UStG) 1994], then this registration also applies to participation in the company service portal.  
<sup>2)</sup> Please enter the 10-digit insurance number issued by the Austrian social security agency in full here.  
<sup>3)</sup> Only to be completed if you are not an entrepreneur and no reset to initial password or reset to initial supervisor is requested.

