Illinois Department of Revenue

INFORMATIONAL BULLETIN

FY91-39
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USE OF ILLINOIS BUSINESS TAX (IBT) NUMBERS

TO: MISCELLANEOUS TAXPAYERS

Your Illinois Business Tax (IBT) number is now your primary identification number for Illinois tax purposes. You should begin using this number on all your tax returns, invoices, and correspondence with us.

The license number you are now using has become a secondary number, and you no longer need to use it unless specifically requested.

HOW DO I GET AN IBT NUMBER?

If you are presently registered for Retailers' Occupation Tax, Business Income Tax, Withholding Income Tax, or Automobile Rental Tax, you already have an Illinois Business Tax number.

If you are not registered under one of the above taxes, we have recently assigned you an IBT number.

WHAT MUST I DO?

Soon we will send you a new supply of tax returns with preprinted address labels. If you purchase real estate or cigarette stamps, you will also receive invoices and a set of unattached labels. All of the preprinted labels contain your IBT number. If we have previously issued you a number, you should verify that it is correct. Please write any changes directly on the label. You should make sure that you attach a label to every invoice you send us.

QUESTIONS?

If you have questions or need more information, please call or write our Miscellaneous Taxes, Business Registration, and Licensing Division. Our telephone number and address are listed at the bottom of this bulletin.

FOR INFORMATION

CALL: 1 800 732-8866 or
1 217 782-3336

WRITE: Illinois Department of Revenue
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