



## Important Compliance Message

As you know, San Luis Obispo Caregivers is a referral agency created to provide job opportunities for local independent caregivers. We help you find jobs, so you can simply care for your client.

**The Problem!** In 2020, California introduced new requirements for Independent contractors, which can be confusing to understand but are important for you and San Luis Obispo Caregivers, A Referral Agency. Independent Caregivers are by definition a business and we need to be able to prove that you are compliant with the new regulations.


**The Solution!** To show you are an independent contractor...you need to prove you are a business. Here are two options.

1. The clearest way to show that you are a business is to get your own business license. This typically costs around \$200. Create a company name for your business and register with your city or county.
2. Some caregivers have chosen to sign up for an Employer Identification Number (EIN) with the IRS. This is a free process that takes a few minutes online; <https://sa.www4.irs.gov/modiein/individual/index.jsp>

Once you complete either step 1 or step 2, just provide us with a copy of the license or the EIN. Also, we have updated the Caregiver Agreement with the new 2020 requirements to make sure we remain in compliance as well. We will be sending the new agreements on Adobe Sign so you can sign it online.

I appreciate your partnership with my company and I look forward to your continued success.

All the Best,

  
David Wood

Owner

## EIN Assistant

Your Progress:

1. Identify

2. Authenticate

3. Addresses

4.

What type of legal structure is applying for an EIN?

Before applying for an EIN you should have already determined what type of legal structure, business, or type of organization is being established.

Choose the type you are applying for. If you don't see your type, select "View Additional Types."

- Sole Proprietor**  
Includes individuals who are in business for themselves and household employers.
- Partnerships**  
Includes partnerships and joint ventures.
- Corporations**  
Includes S corporations, personal service corporations, real estate investment trusts (REIT), regulated investment conduits (RIC), and settlement funds.
- Limited Liability Company (LLC)**  
A limited liability company (LLC) is a structure allowed by state statute and is formed by filing articles of organization with the state.
- Estate**  
An estate is a legal entity created as a result of a person's death.
- Trusts**  
All types of trusts including conservatorships, custodianships, guardianships, irrevocable trusts, revocable trusts, and receiverships.
- View Additional Types, Including Tax-Exempt and Governmental Organizations**  
If none of the above fit what you are establishing, there are several others to choose from.

## EIN Assistant

Your Progress

1. Identity

2. Jurisdiction

3. Address

4. Details

5. EIN Confirmation

You have chosen Sole Proprietor.

Sole proprietor includes individuals who are in business for themselves, or household employers. Read the descriptions below and choose the type for which you are applying.

**Sole Proprietor**

A sole proprietorship is a business that has only one owner and is not incorporated or registered with the state as a limited liability company (LLC). A sole proprietor can be a self-employed individual or an independent contractor. Sole proprietors (self-employed individuals) report all business income and expenses on their individual tax returns ([Form 1040](#), U.S. Individual Income Tax Return, Schedule C, E, or F). A sole proprietor may or may not have employees.

**Household Employer**

You are a household employer if you have hired someone to do household work and that worker is your [employee](#). Household employees include: babysitters, nannies, au pairs, cleaning people, housekeepers, maids, drivers, health aides, private nurses, caretakers, yard workers, and similar domestic workers.

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### Help Topics

[EIN and Form 1040](#)

EIN Assistant

Your Progress:

1. Identify

2. Authenticate

3. Addresses

4. Detail

**Please confirm your selection.**

Confirm your selection of **Sole Proprietor** as the type of structure applying for an EIN.

**What it is...**

- A sole proprietorship is a business owned by one individual.
- A sole proprietor can be a self-employed individual or an independent contractor.
- All business income and expenses are reported on the individual's federal income tax return.
- A sole proprietor may or may not have employees.

**IMPORTANT: A sole proprietor may have only one EIN, regardless of the number of businesses you own or operate. If you already have an EIN, you must use that number for all of your sole proprietor businesses.**

**What it is not...**

- The business cannot be [incorporated](#) or registered with the state as a [limited liability company \(LLC\)](#).

If you need to change your type of structure, we recommend that you do so **now**, otherwise you will have to start over and re-enter your information. Additional help may be found by reviewing [all types of organizations and structures](#) before making your selection.

[« Change Type](#)

[Continue »](#)

## EIN Assistant

Your Progress:

1. Identify

2. Authenticate

3. Addresses

4. Details

5. EIN Con

Why is the Sole Proprietor requesting an EIN?

Choose **one** reason that best describes why you are applying for an EIN.

- Started a new business**  
Select this option if you are beginning a new business.
- Hired employee(s)**  
Select this option if you already have a business and need to hire employees.
- Banking purposes**  
Select this option if the reason for applying for the EIN is strictly to satisfy banking requirements or local law.
- Changed type of organization**  
Select this option if you are changing the type of organization you currently operate, such as changing from a sole proprietor to a partnership, changing from a partnership to a corporation, etc.
- Purchased active business**  
Select this option if you are purchasing a business that is already in operation.

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### Help Topics

[I do not see my applying item, choose?](#)

[What if more than one reason applies?](#)

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## EIN Assistant

Your Progress:

1. Identify ✓

2. Authenticate

3. Addressess

4. Details

5. EIN Confirmation

Please tell us about the Sole Proprietor.

### \* Required fields

Must match IRS records or this application cannot be processed.

The only punctuation and special characters allowed are hyphen (-) and ampersand (&).

First name *	<input type="text" value="John"/>
Middle name/initial	<input type="text"/>
Last name *	<input type="text" value="Smith"/>
Suffix (Jr, Sr, etc.)	<input type="button" value="Select One"/>
SSN/ITIN *	<input type="text" value="999"/> - <input type="text" value="99"/> - <input type="text" value="9999"/>

### Choose One: \*

- I am the sole proprietor.
- I am a third party applying for an EIN on behalf of this sole proprietor.

Before continuing, please review the information above for typographical errors.

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