REPUBLIC BANK
MEMBER FDIC
Tax Refund Solutions ®
republicrefund.com

Please note: Address and ID changes can be made over the phone. The taxpayer must call 866-581-1040. The taxpayer will be asked to verify his/her identity with an agent by answering a series of questions generations by LexisNexis^{TM}.

General Information

Taxpayer Social Security Number: ☐☐☐ ☐☐ ☐☐☐☐   Date: _____ / _____ / _____

Taxpayer First & Last Name: _____

Choose a Maintenance Option

Check and complete all that apply:

☐ **Taxpayer Name Change** (If Republic Bank issued a check to a taxpayer and his/her name is misspelled, please complete the information below and be sure to send a copy of the VOIDED check that needs to be reissued)

Correct First Name: _____   Correct Last Name: _____

NOTE: Republic Bank cannot change the first four letters of a last name.

☐ **Address Change**

Old Address: _____   City: _____   State: _____   Zip: _____

New Address: _____   City: _____   State: _____   Zip: _____

☐ **ID Change**

Old ID# _____   New ID#: _____

Check Issue Information

☐ Current Year   ☐ Prior Year _____

Identify Yourself

Type of Identification Submitted Today:

(Employee IDs or Benefits cards will not be accepted as valid forms of identification.)

☐ Driver's License   ☐ Military ID   ☐ US/Foreign Passport/Resident Alien ID

☐ DMV/BMV State ID   ☐ Tribal ID   ☐ Marticular Consular Card

ID Number: _____   Issue Date: _____

Issue Location: _____   Expiration Date: _____

Taxpayer Signature Required

Taxpayer Signature: _____

Provide Documentation

Please provide the following documents:
1. A legible copy of the taxpayer's unexpired, government-issued photo ID with the correct spelling of his/her name.
2. Proof of new address (a utility bill or bank statement in the taxpayer's name showing the new address - NOT NEEDED FOR NAME CHANGE ONLY)
3. This signed form.

Submission Instructions

Please email the above listed items to EPForms@republicbank.com. Include as the subject line the name of the form and the taxpayer's last name. For example: *Taxpayer Maintenance Form - Smith*

Questions? 📞 **Call 866-581-1040**