

Step 1: Get a U.S. Mailing Address

The first thing you'll need is a mailing address in the U.S. If you're an Amazon seller outside the U.S. you probably don't have one of these. You can get a nice friend to loan you theirs, or pay a service to receive mail for you/your company. We researched a few of the biggest providers of U.S. mailing addresses and [USAMail1](#) was our favorite. They had great user reviews, and very reasonable pricing at just \$10 per month. They'll hold your mail/packages for you, and forward them to you whenever you request.

Step 2: Fill Out IRS Form SS-4

The form you need to fill out to obtain an EIN is the SS-4. The form can be found on the [IRS website](#), and the instructions can be found [here](#). The caveat with this form is you won't actually need to file it, so don't stress too much about having everything perfect, you'll just need the information when you call to get your EIN. (Note: You can fill out the SS-4 and mail it to the IRS. They will take 30 days to have an EIN created and mailed to your U.S. address, and if there are any errors on the form it will most likely get rejected. It is much easier to just call and get your EIN instantly.)

Step 3: Call the IRS

Once you have a U.S. address and form SS-4 filled out it's time to call the IRS and get your EIN. This call WILL take close to an hour, including hold time, and the number is not toll-free, so be prepared. We recommend using a service like [Google Voice](#) or [Skype](#) for cheap international calling. The number to call is +1 267 941 1099. Keep in mind this is not a 24 hour phone line. The hours of operation are between 6 a.m. and 11 p.m. Eastern Standard Time (GMT - 5:00), Monday through Friday.

You'll need to press 1 for a foreign EIN, and then hold anywhere between 15 and 45 minutes (don't run out of Skype credit!) When you finally get an agent on the phone let them know you need an EIN for a foreign sole proprietorship. The agent will most likely ask if you have filled out form SS-4, and then proceed to ask a few more simple questions about your business. Once you have answered all of the questions the agent will issue you an EIN that you can begin to use immediately. Write your EIN down and don't lose it. You will not be mailed a copy for a few weeks, and even then it will be