



NISSAN MOTOR ACCEPTANCE CORPORATION

8900 Freeport Parkway
Irving, Texas 75063-2438
Mailing Address: P.O. Box 660360
Dallas, Texas 75266-0360
Telephone: 800.777.7018

In order to process a request to update your Tax Identification Number on your vehicle account, please complete the steps below:

- 1) Contact our Customer Service department at 1-800-777-7018 to discuss the change with a representative and to receive a request number that is required for processing
- 2) Download the instructions and form required for business accounts by visiting <https://www.irs.gov/forms-instructions> and searching SS-8
 - "Instructions for Form SS-8" and
 - "Determination of Worker Status for Purposes of Federal Employment Taxes and Income Tax Withholding"
- 3) Complete the form in its entirety using the instructions for guidance
- 4) Write the request number provided by Customer Service on the top of all pages of the form
- 5) Return the completed SS-8 form by mail, fax or email to the corresponding contact information below:
 - Mail:
NMAC/IFS
8900 Freeport Pkwy
Irving, TX 75063
ATTN: Account Maintenance
 - Fax:
972-607-8973
Attn: Account Maintenance – Request # *<insert your request number here>*
 - Email:
NMACInboundFax@nissan-usa.com
Subject line: Request # *<insert your request number here>*

Once received, requests are processed within 7 business days. You will be notified of the processing status by mail once the review of your documentation is complete. Please allow up to 30 days to receive your final status letter by mail. If you have any further questions regarding your account, please contact us at 1-800-777-7018. We are here to assist you from 7:00 a.m. to 7:00 p.m. CST, Monday through Friday.