

**For:** State and County Offices

**Removal of Last 4 Digits of Tax Identification Number (TIN) From Forms**

**Approved by:** Acting Deputy Administrator, Farm Programs



**1 Last 4 Digits of TIN**

**A Background**

PII includes any personal information that is linked or linkable to an individual. The last 4 digits of TIN are:

- considered PII
- automatically printed on numerous forms, applications, and contracts.

**B Purpose**

This notice informs State and County Offices that:

- on or about March 3, 2009, CCC-509 (dated 11-14-08) and CCC-509B will no longer be automatically printed with the last 4 digits of TIN
- software is being developed or will be developed to remove TIN from additional forms, applications, and contracts that are automatically printed with the last 4 digits of TIN
- additional information will be provided as forms are modified to exclude automatic printing of the last 4 digits of TIN.

<b>Disposal Date</b>  September 1, 2009 2-27-09	<b>Distribution</b>  State Offices; State Offices relay to County Offices
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