



Department of the Treasury  
Internal Revenue Service

**COPY**

**For your reference**

Notice name CP310  
Notice date XX/XX/XXXX  
CAF number

**For more information**

Visit [irs.gov/cp310](https://irs.gov/cp310) to learn more. You can also call XXX-XXX-XXXX.

NAME  
ADDRESS  
CITY STATE ZIP

**! Thank you for using Tax Pro Account**

**We assigned you a Personal Identification Number (PIN)**

You requested to associate your existing Centralized Authorization File (CAF) number to your personal information through Tax Pro Account for identity assurance. A CAF number is a unique nine-digit identification number we assigned to you the first time you filed a third-party authorization with the IRS.

We generated the following PIN in response to your request. Use the PIN to verify your identity and complete your request.

Your PIN is: XXXXXXXX

**What you need to do**

- Sign in to Tax Pro Account at [irs.gov/taxproaccount](https://irs.gov/taxproaccount).
- Associate your CAF number to your personal information by entering the PIN number.
- You don't need to call or respond to this notice.

**What you should know about your PIN**

- It is for one-time use only and will expire in 30 days.
- It is unique to this CAF number.
- It can only be used to verify ownership of your CAF number in Tax Pro Account.
- It is for your use only. Don't share it with anyone.

**What you should know about keeping your PIN secure**

The IRS doesn't contact taxpayers or tax professionals by email, text message or social media to request personal or financial information. This includes requests for PIN numbers, passwords or similar access information for credit cards, banks or other financial accounts.