



### Status of Business Information

Last Updated: 03-2025

If you have discontinued business in Iowa, are continuing your business without employees, or have transferred or sold your business, log in to your [www.mylowaUI.org](http://www.mylowaUI.org) account to make a status change.

From the Employer Homepage, click the **Inactivate Account** link and follow the prompts.

The screenshot shows the myIowaUI interface. At the top, there are navigation tabs: Employer Information, Correspondence, Payments, Quarterly Reports, Reporting Units, Transaction History, and Users. Below these are sub-tabs: Employer Homepage, Contact Information, Address Information, Ownership Information, Accountant Information, and Financial Institution. On the left side, there is a 'My Quick Links' menu with the following items: Change Address, Make Payment, Submit Quarterly Report, View Account Information, View Correspondence, Report Business Information, Inactivate Account (highlighted with a red box and a red arrow), Ownership Change, Other Options, Assign Agent, and Request Refund. The main content area is titled 'Business Profile' and contains fields for Legal Entity Type, Sub-Type, FEIN, NAICS Code, Mailing Address, Phone, Email, and Ext. Below this is the 'Account Details' section.

If you have questions relating to myIowaUI, please contact the Customer Service Team at 888-848-7442 or by e-mail at [iwduiatax@iwd.iowa.gov](mailto:iwduiatax@iwd.iowa.gov).