

PAYROLL / PAYROLL TAX / SALES TAX

Company Name _____ Tax ID # _____
DBA _____
Address _____
City _____ State _____ Zip _____
Phone # _____

Number of Employees: _____

Do you employ any independent contractors? _____

Have you enrolled with the Electronic Federal Tax Payment System (EFTPS)?

PIN _____ Password _____

Michigan UIA number _____

Are you registered for Sales Tax? _____

Do you have any out-of-state sales? _____ If yes, list other locations _____

What is your filing frequency? _____

Payroll and Sales Tax Services

- Weekly / Biweekly Payroll Processing
- Michigan Form 5080 Sales, Use and Withholding Taxes Monthly/Quarterly Return
- 5080 Sales, Use and Withholding Tax Payments
- Michigan Form 5081 - Sales, Use and Withholding Taxes Annual Return
- Quarterly Form 941 - Employer's Quarterly Federal Tax Return (or Annual Form 944)
- Annual Form 943 - Employer's Annual Federal Tax Return for Agricultural Employees
- Federal 941/944/943 Deposits
- Michigan UIA 1028 - Employer's Quarterly Wage/Tax Report
- Annual Form 940 - Employer's Annual Federal Unemployment (FUTA) Tax Return
- Quarterly For 940 Deposits
- Annual Form W-2/W-3 - Wage and Tax Statement / Transmittal
- IRS Form 1099-MISC / 1099-NEC Information Returns

PAYROLL/SALES TAX PAYMENT BANK INFORMATION

Checking Savings Bank Name: _____

Routing Number: _____ Account Number: _____

- IRS Form 8655 - Reporting Agent Authorization
- Michigan Department of Treasury Form 151 - Authorized Representative Declaration