**Client Profile Sheet:**

Client Profile Sheet and term sheet

**Tax ID’s Needed:**

### Federal ID Number

State Withholding Number - For all States

State Unemployment Number (SUTA) - For all States

SUTA RATE - Previous Payroll Company / Form mailed from Government

**Other Information Needed:**

8655 Reporting Agent Form

AZ 821 Arizona Withholding Tax Authorization Form

Limited Power of Attorney for SUTA filing

Voided Company Check for ACH Out

Employee Information (W-4 for each)

Employee Void check for Direct Deposit

Questions? Call 480-428-8011 extension 700