



P O Box 158
MT PROSPECT, IL 60056
PHONE 847.621.9014
FAX 847.621.9013

EMPLOYER INFORMATION

COMPANY NAME
DBA
ADDRESS #1
ADDRESS #2
CITY
STATE
ZIP CODE
CONTACT
CONTACT PHONE #
CLIENT FAX #
HOURS OF OPERATION

EARNINGS
1 REGULAR HOURS
2 OVERTIME HOURS
3 SALARY
4
5
6
7
8
9
10
ON TIME SHEET
Y
Y
Y

CLIENT'S CPA
CPA PHONE #
CPA FAX #

DEDUCTIONS
1
2
3
4
5
6
7
8
9

FEDERAL TAX ID #
FEDERAL TAX DEPOSIT SW M
STATE NAME
STATE W/H TAX ID #
SUI TAX ID #
SUI RATE

\*\*ATTACH LIST FOR ADDITIONAL STATES\*\*

DEPARTMENTS

PAY FREQUENCY: W B S M

FIRST DATES WITH INTEGRITY PAYROLL SOLUTIONS, LLC

FIRST CHECK DATE
PAY PERIOD BEGINS
PAY PERIOD ENDS
FIRST PROCESSING

FIRST CHECK NO

NUMBER OF EMPLOYEES

DIRECT DEPOSIT ACCOUNT Y N
TAX FILING ACCOUNT Y N

EXTRA REPORTS

WE ALSO NEED COPIES OF:

A VOIDED CHECK

FEDERAL 941

IF YOU HAVE ANY QUESTIONS PLEASE CALL US AT 847.621.9014

\*\*\*WHEN COMPLETED PLEASE FAX THIS DOCUMENT TO 847.621.9013\*\*\*