



Simple Accounting

IMPORTANT TAX INFORMATION

Please be aware that you are ultimately responsible for the timely filing of employment tax returns and the timely payment of employment taxes for your employees, even if you have authorized a third party to file the returns and make the payments.

Therefore, the Internal Revenue Service recommends that you enroll in the U.S. Treasury Department's Electronic Federal Tax Payment System (EFTPS) to monitor your account and ensure that timely tax payments are being made for you.

You may enroll in the EFTPS online at www.eftps.gov, or call (800) 555-4477 for an enrollment form.

State tax authorities generally offer similar means to verify tax payment. Contact the appropriate state offices directly for details.

By signing this form, I signify that I have read the Important Tax Information in the notice above and understand that I should go to www.eftps.gov and the appropriate state system at any time to verify my tax payments and I am ultimately responsible for the timely payments of my employment taxes.

X _____
Signature Date