



Frontier

Payroll Management

EMPLOYER INFORMATION SHEET

General Information

Business Name: _____
Business Address: _____
City, State, Zip: _____
Phone: (____) _____ - _____
Fax: (____) _____ - _____
Filing Name (if different): _____
Filing Address (if different): _____
City, State, Zip: _____

Primary Contact:

Name: _____
Title: _____
Phone: (____) _____ - _____
E-mail: _____@_____._____

Alternate Contact:

Name: _____
Title: _____
Phone: (____) _____ - _____
E-mail: _____@_____._____

Company Type:

- S-Corp C-Corp LLC LLP Partnership
 Sole Proprietor 501c3 Other _____

Payroll Information

No. of W-2 Employees: _____
No. of 1099 contractors to be paid through payroll: _____
First Date to Run Payroll: MM____/DD____/YY____
Federal EIN: _____ Applied For

State Employer Account No.: _____ Applied For
State Unemployment No.: _____ Applied For
State Unemployment Insurance Rate: _____% (if known)
Other state tax rates, if applicable:

Federal Deposit Schedule

Quarterly Monthly Semi-Weekly Other _____

State Deposit Schedule

Quarterly Monthly Accelerated Other _____

Attach any historical payroll information from this calendar year for all active and terminated employees

We have not run any payroll yet this year

If you will begin using our service at the start of the 2nd, 3rd or 4th calendar quarter (April 1, July 1, or October 1), please include:

- Year-to-date wages, taxes, and deductions for each employee
- Dates and amounts of all payroll tax payments made to date for current year tax liabilities

If you will begin using our service in the middle of a calendar quarter, please include:

- Year-to-date wages, taxes, and deductions for each employee as of the most recent payroll
- Year-to-date wages, taxes, and deductions for each employee as of the end of the most recent calendar quarter (*not applicable if you are starting in the middle of the first calendar quarter*)
- Payroll register or other summary for each payroll date in the current quarter, including total amounts for each wage item, tax, and voluntary deduction on that date.
- Dates and amounts of all payroll tax payments made to date for current year tax liabilities