

Monthly Letter

Please sign and return

Company # _____
(For X-Act Use)

This note will certify that for the calendar year _____,

_____ has been assigned
(Company name)

A Federal Payroll Tax Deposit Frequency of "Monthly."

Sincerely, _____
(Print Name) (Title)

(Authorized Signature) (Date)

Please complete, sign, and return - "IF APPLICABLE"

Can be faxed to (408) 733-8111
or scanned and emailed to info@x-act.net