



L&G
Accounting and Tax

Dear Employee,

Pursuant to the statutes of the Internal Revenue Service it is a requirement in 2014 that your income disbursement be taxed at the required Federal, Social Security, and Medicare Tax rate. By signing below I am acknowledging that I understand and agree to have the taxes deducted directly from the disbursement.

Pursuant to the statutes of the Internal Revenue Service it is a requirement before the funds are disbursed that the employee is required to correctly fill out a form W-4 for tax purposes. Your filing status and the number of dependents you claim determine how much federal income taxes you will pay. The more dependents you claim usually you will pay less in Federal taxes. Please answer the questions correctly as to lessen your chances of owing taxes when you file your tax return. By signing below I agree to these terms and that I have read the directions for filling out the w4.

Printed Name

Signature

Date