

*Stephen A. Macy, CPA, PA
A + Payroll Services, Inc.*

**W-2
Questionnaire**

Please correct/update the attached list and send it back to us NO LATER THAN the date at the bottom of the form.

The IRS is aggressively penalizing those companies which file incomplete or inaccurate W-2s. These penalties can include civil penalties amounting to thousands of dollars.

We will be required to charge you additional fees to respond to any notices caused by incomplete or incorrect information provided by you.

Due to new guidelines and increased costs, we will need to bill for preparation and e-filing of all W-2s.

Print your business name, sign, and date below.

Business Name: _____

Prepared by: _____

Date: _____

We will not prepare your W-2s until we receive this SIGNED questionnaire and the attached list UPDATED from you.

DUE TO STEPHEN A. MACY, CPA, PA OR A + PAYROLL SERVICES, INC. BY JANUARY 1!