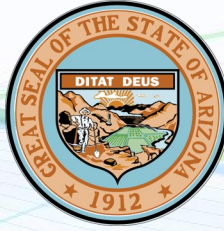


Arizona



NEW employers in Arizona, complete steps 1-2 below

EXISTING employers in Arizona, complete step 2 only

1. Register for State Withholding Tax, Transaction Privilege License, and Unemployment Insurance

Click on the following link to register for your State Withholding Tax and Unemployment Insurance: <https://www.aztaxes.gov/Home/WelcomeRegister>. Once you register and submit the required signature document, or you send your application by mail, your license will be mailed to you within 4-6 weeks. Any applicable fees should be submitted with the signature document. This may take up to 3 weeks. If you wish to receive your numbers on the same day as you apply, visit your local office. For further questions, call 800-352-4090.

2. Provide Tax ID numbers and applicable rates to Payroll City

- ✓ Submit your Withholding ID
- ✓ Submit your Unemployment ID and rate