Florida



NEW employers in Florida, complete steps 1-3 below EXISTING employers in Florida, complete steps 3 only

1. Register for State Withholding Tax

Florida does not collect Withholding Tax

2. Register for State Unemployment Insurance

Visit the Florida Department of Revenue website at <u>https://taxapps.floridarevenue.com/taxregistration</u>. Follow all required steps to apply for your Reemployment account. You should receive your account number in the mail within 3-5 business days. You may also call the Florida Department of Revenue after 3 days at 850-488-6800 and receive your account number by phone.

*Once you have registered for your Reemployment account, you will need to assign Payroll City as your ThirdParty Administrator. Login to your employer account at https://employers.connect.myflorida.com/Employer/Core/Login.ASPX

and click on "Assign and Maintain TPA", then click "New" and enter our TPA ID #07002. Notify Payroll City once you have assigned us as your TPA. Assign the following two roles to Payroll City:

- 1. Employment and Wage Detail update and Submit
- 2. Payments update and Submit

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

✓ Submit your Unemployment ID and rate

