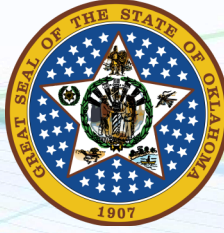


Oklahoma



NEW employers in Oklahoma, complete steps 1-3 below

EXISTING employers in Oklahoma, complete step 3 only

1. Register for State Withholding Tax

Visit <https://oktap.tax.ok.gov/OkTAP/Web>. Under Business select "Register for a Business". Follow all the prompts. Completed electronic business applications, including electronic signature and payment. It will take 5-10 business days to process. For questions, call 405-521-3160.

2. Register for Unemployment Insurance

Visit <https://eztaxexpress.oesc.state.ok.us/Access/Default.aspx>. Select "Create and Employer Account" on the righthand side of the page. Follow the prompts to receive your Unemployment Tax ID number and rate. You will also need to assign Payroll City as your TPA (Third Party Administrator) so we can pay taxes on your behalf. For questions call, 405-557-5452.

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

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

If asked where records are stored, enter your address