



Early Bird Special

COMPANY NAME _____

ADDRESS: _____	CITY, STATE, ZIP: _____
OWNER NAME: _____	CONTACT PERSON: _____
EMAIL ADDRESS: _____	EMAIL ADDRESS: _____
PHONE NUMBER: _____	FAX NUMBER: _____
TAX ID #: _____	Total Number of Employees in 2024 _____

Services *(check purchased services)*

	<u>Service Fee's</u>		<u>Service Fee's</u>
<input type="checkbox"/> 1094-C Employer Reporting and Filing		<input type="checkbox"/> Employee Tracking	\$395 Monthly
<input type="checkbox"/> 1-100 F/T Employees	\$1,255.50		
<input type="checkbox"/> 101-150 F/T Employees	\$1,795.50		
<input type="checkbox"/> 151-250 F/T Employees	\$1,975.50	<input type="checkbox"/> SPD / ERISA Wrap Documents	
<input type="checkbox"/> 251-500 F/T Employees	\$2,155.50	<input type="checkbox"/> 1-9 F/T Employees	\$375 Annually
<input type="checkbox"/> 501-1000 F/T Employees	\$2,515.50	<input type="checkbox"/> 10-49 F/T Employees	\$575 Annually
<input type="checkbox"/> 1001+ F/T Employees	Call For Quote	<input type="checkbox"/> 50+ F/T Employees	\$775 Annually
1095-C Preparation of Mailings		Includes: Employee Mandate Letters (CHIPRA and QMCSO)	
Federal and Employee State	\$5.50 x _____	Complete HR Library	\$250 Annually
<i>(per employee cost for mailings)</i>	\$1.75 x _____	<input type="checkbox"/> Customized Employee Handbook	
<input type="checkbox"/> Form 5500 Reporting and Filing (100+FTE's)	\$975 Annually	500+ Downloadable Forms and Employer Posters	
		Ensure Compliance with ACA Reporting	
<input type="checkbox"/> POP (Premium-only-plan) - Section 125	\$100 Annually	Salary Benchmarking	

No setup fees for any of our services

Prices valid through 10/1/2024-11/15/24 After 02/11/25. Employer questionnaire and census must be received by 1/31/2025

Payment must be received in full prior to releasing file to IRS

TOTAL COST: _____

Confidentiality and Non-Disclosure

We implement stringent measures to safeguard the security, confidentiality, and integrity of the information we collect, in compliance with federal and state regulations protecting nonpublic personal information. Our systems employ advanced security technologies to ensure data protection.

Both parties acknowledge that this Agreement, along with all related business and operational materials and information, is commercially valuable and confidential. Each party, including their employees and agents, must maintain the strict confidentiality of the other party's Confidential Information. Such information must not be disclosed to any third party or used for any purpose other than fulfilling the obligations of this Agreement, without prior written consent from the other party, except as required by law.

Signature (Owner/Officer)

Print Name (Owner/Officer)

Date

Referring Agent