QUARTERLY BACKUP TAX WITHHOLDING

Payroll Summary

COMPANY NAME:

QUARTER / YEAR:

EMPLOYER ID (FEIN):

DATE PREPARED:

PAYEE NAME	TIN / SSN	PAYMENT TYPE	PAYMENT DATE	GROSS AMOUNT ($)	RATE (%)	WITHHELD TAX ($)
Total						

FEDERAL TAX DEPOSIT RECORD

DEPOSIT DATE	EFTPS CONFIRMATION NUMBER	AMOUNT DEPOSITED ($)
Total Deposits		

PREPARED BY (SIGNATURE / DATE)

AUTHORIZED APPROVAL (SIGNATURE / DATE)