



YE IMPORTANT - Updating Tax Information for 2021

Dear Valued Client,

Year-end is approaching, and we want to remind you that in the coming weeks and months both federal and state agencies will begin mailing 2021 informational tax notices to your company. These notices contain important information that will affect your tax liabilities and deposits. It is critical that you provide us with this information when received so that we can update your tax profile in Viventium.

Tax information that should be provided to Viventium includes:

- Federal deposit frequency
- State unemployment tax rates
- State filing requirements
- State deposit frequency
- For Washington companies – Labor and Industries (L&I) tax rates and worker classification codes

Please email a copy of the notices you receive to your Dedicated Client Service Team upon receipt, and reach out with any questions you may have.

In it with you,

Your Viventium Team