

# Payroll Set-up For Your Business

**Thursday, December 10, 2009**  
**3209 S. Staples CED Room 118**  
**2:00 pm - 5:00 pm**  
**No Charge**

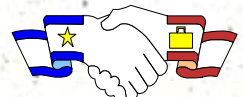
**To reserve your seat please call**  
**(361) 698-1328 or**  
**698-1064**



Anyone who has a business or is considering starting a business who might, at any point now or in the future, plan on having anyone else do any work related to the business should attend.

- Employee vs Contract Labor
- Statutory employees/statutory non-employees
- Form SS-8 Determination of Worker Status
- Form SS-4 Application for Employer Identification Number
- Required forms for employees - I-9 & W-4
- Publication 15/Circular E Employer's Tax Guide
- Handling it yourself vs payroll service

This seminar is great for anyone that has either just brought on employees or will be bringing on employees in the near future. This class will be taught by AA "Toni" McIntyre, E.A., CPA.



**SMALL BUSINESS DEVELOPMENT CENTER**  
*(a partnership program with the U.S. Small Business Administration)*

**PTAC**