

EFFICIENT WOTC SCREENING AND PROCESSING

Efficient WOTC streamlines the entire employee on-boarding process using a simple online interface (like TurboTax®)

- Plain English Interactive Q&A
- Screens for Eligible Candidates
- Completes the 8850 and 9061
- Identifies Required Supporting Information
- Bilingual Capable
- 100% Web-Based & Secure

With Efficient WOTC, getting the largest hiring tax credit possible is as easy as answering a few simple questions. Taking advantage of the Work Opportunity Tax Credit used to be very difficult. Efficient WOTC has greatly simplified the entire process. Using our plain English interactive Q&A, we screen all of your new employees in a way they can easily understand. We maximize your hiring tax credit onboarding.

EFFICIENT WOTC IS ACCESSIBLE & FAST

The entire Efficient WOTC solution is accessible from any Internet location.

Our complete interactive Q&A is easy to understand and ensures you capture the highest number of qualified candidates.

EFFICIENT WOTC SCREENING

Efficient WOTC Screening is the first part of the process. Each candidate goes through some easy to understand plain English questions with logic based on their answers. They are walked through the key categories of the credit. When they answer yes to the higher category, Efficient WOTC Screening takes them deeper. The end result of Efficient WOTC Screening is perfectly completed forms 8850 and 9061. These forms are now ready to get sent for processing and state certification.

AUTOMATICALLY KNOW WHAT SUPPORTING INFORMATION IS NEEDED BY THE STATE PROCESSORS

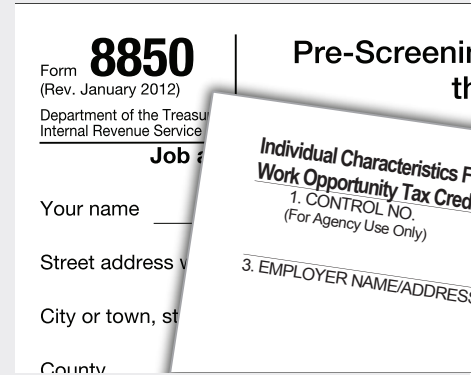
Efficient WOTC Screening will notify you what supporting information you will need to supply to the state departments that certify your candidate is eligible for this program. Depending on the category, these would be things like photo ID or release papers from the United States armed services. These documents can be stored with the copies of the 8850 and 9061 in the Efficient WOTC system.

EFFICIENT WOTC AND ELECTRONIC SIGNATURES

The Work Opportunity Tax Credit is eligible for electronic signature. In the past, it needed to be printed and signed manually by a candidate. Since the program has a tight timeline associated with the state certification, Efficient Hire uses electronic signature as one of the ways to stay ahead of the 28 day window. Efficient WOTC customers do not worry about late paperwork.

EFFICIENT WOTC SCREENING PLUS PROCESSING

Efficient WOTC is a complete Work Opportunity Tax Credit product. The included suite of reports and alerts keeps a client fully informed during the entire process in real-time. The information you need when it comes time to file your taxes and claim your credit is delivered in both summary and detail to store with your returns. Whether you utilize a tax attorney, CPA, or file yourself, all of the necessary information is available when you need it.



Easy to understand questions

Totally complete 8850 and 9061

Identifies supporting information needed

Real-time reporting

Upload payroll files

Alerts for deadlines

With Efficient WOTC, your candidates understand the questions and get the paperwork done on day one. You will get the largest possible credit every time.



WORK OPPORTUNITY TAX CREDIT:

Small and Medium Sized Companies
Can Save Thousands of Dollars by
Taking Advantage of the Work
Opportunity Tax Credit (WOTC)

ABOUT THE WORK OPPORTUNITY TAX CREDIT (WOTC)

Benefitting both employers and employees, WOTC is a Congress approved program offering federal tax incentive credits to private sector businesses for hiring individuals from target groups —unemployed and qualified veterans, long-term and other TANF (Temporary Assistance for Needy Families) recipients, qualified food stamp recipients, designated community residents, vocational rehabilitation referrals, qualified ex-felons, and SSI (Supplemental Security Income) recipients. Additional categories can be added.

The consolidated WOTC for hiring most target group members may range from \$2,400 to \$9,600. It is estimated that during the Fiscal Year 2008, over 691,421 certifications were issued by state work-force agencies and the number continues to grow exponentially.

The program is a three-pronged, visionary effort rewarding employers and simultaneously empowering target groups to transition to a steady income. The end goal is to help these individuals become contributing taxpayers and consumers benefiting local communities, and ultimately the overall growth and productivity of the American economy.

EMPLOYER-FRIENDLY, BOTTOM-LINE ENHANCING PROGRAM REWARDS HIRING PRACTICES

Employers stand to gain from compensation via a reduced total federal income tax liability. Unlike other programs, WOTC requires minimal paperwork, is easy to administer, and has no cap on the number of new hires who can qualify the employer for these tax savings. Since employers retain control of the hiring decision, it benefits businesses through qualified employees who generate tax credits and ultimately lower the employer's cost of doing business. Furthermore, WOTC allows businesses to claim tax deductions for the entire spectrum of qualified fulltime, part time, and temporary employees.

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BUSINESSES THAT BENEFIT FROM WOTC

Essentially, any employer with active hiring needs can benefit from the WOTC, including:

- Businesses seeking to find qualified employees, including part-time and seasonal staff.
- Employers with expanding payroll needs and hiring demands.
- Companies wanting to reduce overall tax liability and labor costs.
- Employers with a local community presence.

MECHANICS

All new employees must work a minimum of 120 to 400 hours in order for an employer to be eligible to claim the tax credit. The amount claimed by an employer would depend on the number of hours of employment and generally the credit is 25% of qualified first-year wages for those employed at least 120 hours but fewer than 400 hours and 40% for those employed 400 hours or more. The breakdown for the consolidated WOTC for hiring target group members is itemized as follows:

\$2,400

for each new adult hire

\$9,000

for each new long-term family assistance recipient hired over a two-year period

\$9,600

for each new disabled veteran hire

Employers hiring a larger number of employees eligible under WOTC can directly save thousands of dollars as a result of tax incentives. Indirect benefits include substantial business potential and growth from community gains and individual self-sufficiency.

HOW SMALL BUSINESSES CAN PARTICIPATE IN THE WOTC PROGRAM

In order to become certified and ascertain whether the new hire qualifies the business for tax credit, the employer needs to follow a few simple steps:

- Complete page one of IRS Form 8850 on or before the day of job offer, page two after the individual is hired.
- Fill one-page ETA Form 9061 or Form 9062 as required.
- Submit the completed and signed IRS and ETA forms to the employer's state workforce agency within 28 days of the employment start date.

Source: United States Department of Labor



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