

City of Lapeer Income Tax Department

L-SS-4
Employer's Withholding Registration

1. Federal Employer Identification Number

2. Complete Company Name (Include, if applicable. Corp., Inc., LLC. etc.)

3. Business Name, Assumed Name of DBA (If used)

LEGAL ADDRESS	4a. Enter Number and Street (include apartment or suite number after street name)	Business Telephone
	City, State, Zip	
MAILING ADDRESS	4B. Enter Number and Street (include apartment or suite number after street name)	
	City, State, Zip	
PHYSICAL ADDRESS IN LAPEER	4C. Enter Number and Street (include apartment or suite number after street name)	
	City, State, Zip	

Complete all information for each owner, partner, member or corporate officer. Attach a separate list if necessary.

5A. Name (Last, First, Middle Initial)	Home Telephone
Business Title	Date of Birth
Residence Address (Number, Street)	Social Security Number
City, State, Zip	Driver License/State Identification Number
5B. Name (Last, First, Middle Initial)	Home Telephone
Business Title	Date of Birth
Residence Address (Number, Street)	Social Security Number
City, State, Zip	Driver License/State Identification Number

COMPLETE THIS REGISTRATION IF REQUIRED TO WITHHOLD OR VOLUNTARILY WITHHOLDING AND:

- 1) Started a new business; or
- 2) Reinstated an old business; or
- 3) Purchased an ongoing business; or
- 4) Started doing business in Lapeer; or
- 5) Changed the type of business ownership (eg: from sole proprietorship to partnership, incorporating a sole proprietorship or partnership)

EMPLOYERS REQUIRED TO REGISTER AND WITHHOLD:

- 1) Employers having a location in the City of Lapeer; or
- 2) Employers doing business in the City of Lapeer even though you have no location in the City.

WITHHOLD TAX FROM WAGES PAID TO THE FOLLOWING EMPLOYEES:

- 1) All residents of the City of Lapeer whether or not they work in the city:
- 2) All non-residents of the City of Lapeer who work in Lapeer (withhold only on wages earned in Lapeer)

For further information refer to the Income Tax Ordinance or call the Income Tax Department at 810-667-7155. Tax Forms are also on our website, www.ci.lapeer.mi.us

6. TYPE OF BUSINESS OWNERSHIP (CHECK ONE ONLY)

- (1) Individual
- (2) Partnership
 Registered Partnership Agreement Date: _____
 Limited Partnership – Identify all general partners above.
- (3) Limited Liability Company – Identify all members above.
- (4) Corporation
 Sub Chapter S
- (5) Non-Profit Corporation
- (6) Government
- (7) Trust or Estate (Fiduciary)
- (8) Other (Explain) _____

7. State of Incorporation	State Corporation Number	Date you first paid wages subject to Lapeer Withholding
Contact Person for Withholding Tax (required)		Number of Employees Subject to Lapeer Withholding
Contact Person Phone Number (required)		Contact Person E-Mail (required)

8. REASON FOR REGISTRATION

- (1) Started a new business on _____
- (2) Incorporated an existing business. Date: _____
- (3) Purchased a going business. Complete item 9 below.
- (4) Reinstated an old business. Old Account No. _____ Date: _____
- (5) Started doing business in Lapeer. Date: _____
- (6) Other (explain) _____

9. NAME OF PREVIOUS OWNER OF CORPORATION
WILL THE PREVIOUS OWNER CONTINUE TO HAVE EMPLOYEES SUBJECT TO LAPEER INCOME TAX WITHHOLDING?
 YES NO

10. ENTER FISCAL YEAR USED IF NOT YEAR ENDING ON DECEMBER 31ST.

Under penalties of perjury, I declare that I have examined this application, and to the best of my knowledge and belief, it is true, correct, and complete.

1a. Signature (owner, member or officer who controls or is responsible for filing withholding tax returns and paying the income tax withheld)	TITLE
TYPE OR PRINT NAME	DATE

L-SS-4
 If you have questions on this application call the Lapeer City Income Tax Department at 810-667-7155
 Fax to 810-882-5901 or E-mail: incometax@ci.lapeer.mi.us or
 Mail to: City of Lapeer Income Tax Department, 576 Liberty Park, Lapeer MI 48446

Information collected on this form is confidential pursuant to MCL 141.674(1), Michigan Uniform City Income Tax Ordinance; Sec.74(1). Information gained by the administrator, city treasurer or any other city official, agent or employee as a result of a return, investigation, hearing or verification required or authorized by this ordinance is confidential, except for official purposes in connection with the administration of the ordinance and except in accordance with a proper judicial order.