

PARTICIPANT ENROLLMENT LEGAL SIGNATURE GUIDE

The purpose of this document is to outline the legally acceptable signatures for the Participant enrollment tax forms included in the enrollment packet.

FORMS:

The tax forms required for Employer of Record (EOR) enrollment are listed here:

SS4

2678

M-5008-R

Authorized Representative Form

EMPLOYER OF RECORD (PARTICIPANT):

Sign your name here Cheryl Marsh Print your name here Cheryl Marsh
Date 3/11/18 Print your title here Household Employer
Best daytime phone 135-45-4561
Now give this form to the agent to complete.

If the Participant can sign for themselves and does not have a Power of Attorney (POA) or legal guardian, this method should be used. This is the most commonly used signature.

POWER OF ATTORNEY OR LEGAL GUARDIAN:

Sign your name here Cheryl Marsh for Cheryl Marsh Print your name here Cheryl Marsh
Date 3/11/18 Print your title here Household Employer
Best daytime phone 135-45-4561
Now give this form to the agent to complete.

SUPPORTING LEGAL DOCUMENT MUST BE ATTACHED

This signature should be used if there is a POA or legal guardian with supporting documentation. A copy of the POA or legal guardian documentation must be submitted with the Participant application.

PARTICIPANT UNDER THE AGE OF 18:

Sign your name here Cheryl Marsh for Cheryl Marsh Print your name here Cheryl Marsh
Date 3/11/18 Print your title here Household Employer
Best daytime phone 135-45-4561
Now give this form to the agent to complete.

by Cheryl M. ###-##-####

This signature should be used if the participant is under the age of 18. The participant's parent will need to sign and enter their SSN.

STAMPED NAME:

payer remain liable.

X Sign your name here **STAMPED NAME** Print your name
Date **3.11.18** **WITNESSED BY** Print your title
Lucy North Sign/Daytime No
For Privacy Act and Paperwork Reduction Act notices, see the Instructions. #10.gov/form0578

If a participant is unable to sign but has a legal stamp, this can be used as a legal signature but will still need a witness signature.

X - WITNESSED BY:

payer remain liable.

X Sign your name here **WITNESSED BY** Print your name
Date **3.11.18** **Lucy North** Print your title
Best dayti

If the participant is not able to sign their full name and does not have a POA or stamp, the participant may write an X or other mark on the signature line and then a witness can sign to verify.