Minnesota New Hire Reporting Form

Effective July 1, 1996 Minnesota Statute 256.998 requires all Minnesota Employers, both public and private, to report all newly hired, rehired, or returning to work employees to the State of Minnesota within 20 days of hire or rehire date. Information about new hire reporting and online reporting is available on our web site: www.mn-newhire.com

Send completed forms to:

PO Box 64212

Minnesota New Hire Reporting Center

To ensure the highest level of accuracy, please print neatly in

capital letters and avoid contact with the edges of the boxes.

The following will serve as an example:

### Supplying Information Federal Employer ID Number (FEIN) (Please use the same FEIN as the listed employee's quarterly wages will be reported under): 8	St. Paul, MN 55164-0212 Toll-free fax: (800) 692-4473][Δ	<u>\</u>	В	С			1	2		3	
Employer Address (Please indicate the address where the Income Withholding Orders should be sent). 1 3 4 5 0 N E W L A N D E R A V E N U E Employer City: Employer State: Zip Code (5 digit): L I N D S T R O M N @ F O U R P O I N T O . C O M EMPLOYEE INFORMATION Employee Social Security Number (SSN): Employee First Name: Employee City: Employee Address: Employee State: Zip Code (5 digit): Check this box if this is an Independent Contractor (1099) Middle Initial: Employee State: Zip Code (5 digit): Employee State: Zip Code (5 digit): Employee Social Security Number (SSN): Employee First Name: Employee Social Security Number (SSN): Employee First Name: Employee Social Security Number (SSN): Employee Social Security Number (SSN): Employee First Name: Employee State: Zip Code (5 digit):	8	Federal Employer ID Number (FEIN) (Please use the same FEIN as the listed employee's quarterly wages will be reported under 8 1 0 8 5 8 2 0 6															nder):								
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REPORTS WILL NOT BE PROCESSED IF REQUIRED INFORMATION IS MISSING