

Work Opportunity Tax Credit Program

Employer Name

The Federal government provides tax credits if we hire people who meet certain personal and financial characteristics. As part of your job application, please carefully complete the enclosed government forms:

1. Form 8850 – Check any box which applies to you **and** circle any item in category 3 which applies to you. Also, **sign and date** at the bottom of Form 8850; and
2. If any of the items on Form 8850 apply to you, please also complete the attached Form 9061. Be sure to **fill out the form completely**, and **sign and date** at the bottom of the second page.

Completion of these forms will become part of your application for employment with us, and will only be used to determine if you qualify for a federal tax credit.