



Palmer, Brady & Company_{PLLC}

Certified Public Accountants & Consultants

New Client Worksheet

Payroll

Business Information

EIN

Business Name

Physical Address

City

State

Zip Code

Mailing Address

City

State

Zip Code

Email:

Have you already run payroll this year?

How many employees do you have?

Do you plan to hire more employees this year?

How often do you pay your employees?

What are your pay dates?

How are your employees paid?

Do you offer health insurance?

Do you offer a retirement plan?

Do you offer PTO to your employees?

Do you want Palmer, Brady & Company to track your employees' PTO?