

IMPORTANT NOTICE!



Third Party Disability Benefit W-2 Processing & IRS Form 8922

Dear Valued Customer:

First as a Reminder:

Disability W-2s are generally run as a separate processing. If you processed any disability statements this past year, you should expect to receive those W-2s at some point after receiving your regular payroll W-2s.

Primepoint Policy:

Primepoint will create and file all third party disability W-2s. If you do not want Primepoint to file your third party disability W-2s, an authorized contact from your business must, in writing, communicate which disability W-2s you do not want us to file. Some third party disability providers will file W-2s for your employees. If both entities file these W-2s, it may create conflict and potential penalties.

To notify Primepoint of which disability W-2s not to process, use the form that can be found on the "Forms" page of the Primepoint web site (www.primepoint.com). Access that page by going to the "Support" menu, then the "Resources" sub-menu, in which you will find the "Forms" page.

IRS Regulations:

The IRS requires any employer who has their third party disability benefit W-2s produced by their disability benefit provider, to file Form 8922. Failure to file this form may result in penalties. If you require assistance in filing this form you should contact your disability benefit provider.

You will find a link to Form 8922 on the "Forms" page of the Primepoint web site (www.primepoint.com). Access that page by going to the "Support" menu, then the "Resources" sub-menu, in which you will find the "Forms" page.

Primepoint Policy:

The new IRS regulations have created a situation which greatly increases the potential for penalties outside of Primepoint's ability to control; therefore, Primepoint will not be responsible for any penalties or interest incurred due to third party disability benefit W-2 processing.

Yours truly,
Primepoint