

**Social Security Tax Withholding Deferral
Election Form**

Company or Organization Name: _____

Name of Authorized Official: _____

Title of Authorized Official: _____

Date: _____

To: Synergy PEO, LLC

The Department of Treasury and Internal Revenue Service have issued guidance implementing the Presidential Memorandum issued on Aug. 8, 2020, allowing employers to defer withholding and payment of the employee's portion of the Social Security tax if the employee's wages are less than \$4,000 during a bi-weekly pay period, starting Sept. 1, 2020, through Dec. 31, 2020.

Notes:

- Each pay period must be considered separately.
- No deferral is available for any payment to an employee of taxable wages of \$4,000 or above for a bi-weekly pay period.
- This is considered a deferral of taxes, not a forgiveness of tax liability.
- Deferred taxes will be paid January-April of 2021.

I hereby attest that I am an authorized official of the above mentioned Company or Organization. I have read and understand the attached information and I hereby make the following election on behalf of the Company or Organization:

I hereby elect to take advantage of Social Security Tax Withholding Deferral.

I hereby elect not to take advantage of Social Security Tax Withholding Deferral.

I understand that the Company or Organization named above (client company) has sole liability for payment of deferred taxes if it directs Synergy PEO, LLC to defer payment under this provision with respect to wages paid by Synergy PEO, LLC.

Signature _____

Date: _____