



FISCAL INTERMEDIARY PROGRAM

Consent to Use Payroll Processing Agent

Stavros Center for Independent Living processes payrolls and related tax filings as the Fiscal Intermediary (FI) for consumers in the Personal Care Attendant (PCA) Program using a payroll processing agent, PAI Services, LLC.

I understand that Stavros Center for Independent Living, my IRS approved Employer Agent, is using PAI Services LLC, a reporting agent on my behalf. I understand that PAI Services, LLC is performing the following Employer Agent tasks and I agree with this:

- Printing and mailing payroll registers, checks and direct deposit stubs to consumers.
- Processing Automated Clearing House transactions for PCA's enrolled in the direct deposit program.
- Withholding and depositing with the IRS all appropriate federal income tax, social security and Medicare taxes.
- Depositing all appropriate employer taxes with the IRS including employer social security taxes; Medicare taxes and FUTA taxes.
- Withholding and depositing state income taxes.
- Depositing all appropriate employer taxes with the Commonwealth of Massachusetts including SUTA and State Health Insurance Taxes.
- Filing appropriate reports with the IRS including Form 941, Form 940 or Form 940EZ and Forms W-2 and W-3.
- Filing appropriate reports with the Commonwealth of Massachusetts including Form 1, Form WR-1 and Health Insurance Quarterly Contribution Report.

Printed Consumer Name

Date

Consumer Signature