TAX DEPARTMENT
STATUS SECTION
TEXAS WORKFORCE COMMISSION
101 East 15th Street
Austin, TX 78778

TEXAS WORKFORCE COMMISSION
Austin, Texas 78778

If you employ workers in Texas, you may be liable for the payment of state unemployment taxes. In our continuing efforts to keep Texas employers informed, we are contacting anyone who recently registered with the Secretary of State.

This letter is to advise you of your potential liability and if possible, help you avoid penalties and interest for the late payment of taxes. Registration with the Secretary of State indicates an organization may have employees. The Texas Unemployment Compensation Act requires Texas employers to register with this Agency for unemployment insurance purposes.

You must register within 10 days **if you**:

a. Pay wages to one or more workers in Texas (this includes corporate officers and contract labor)
b. Pay wages to domestic or agricultural workers in Texas (including migrant or seasonal workers)
c. Acquire a previously owned business
d. Operate in more than one state and have employees in Texas
e. Change your organizational structure (e.g. Sole Owner to a Corporation)

DO NOT register if:

a. You have not paid any wages in Texas. (If you intend to pay wages in the future, please register after your first payment.)
b. Your organization is a Church

You may register online and obtain your account number immediately at http://m06hostp.twc.state.tx.us/TAXREG/. **You may also download a registration form, Status Report (C-1), at this site. If you need assistance in registering, please contact the nearest Texas Workforce Commission Tax Office listed on the back of this letter.**

Status Section
Tax Department

Enclosure

Equal Employment Opportunity Employer