

- Voided check
- Proof of federal and state tax ID numbers
- Information for all active and terminated employees in the current year (W4/Employee Profile):
 - Name
 - Address
 - Rate of Pay
 - Departmental Information
 - Social Security Number
 - Marital Status
 - Exemptions Claimed
 - Voluntary deductions
- SUI Rate for current year
- Federal (941) and state tax returns (CA DE9, DE9C) for previous quarters in the current year:
 - 1st quarter
 - 2nd quarter
 - 3rd quarter
 - 4th quarter
- Federal and state tax deposits made in the current year
- SUI tax deposits made in the current year:
 - 1st quarter
 - 2nd quarter
 - 3rd quarter
 - 4th quarter
- FUTA tax deposits made in the current year:
 - 1st quarter
 - 2nd quarter
 - 3rd quarter
 - 4th quarter
- Year-to-date and quarter-to-date company totals:
 - Gross wages
 - Federal withholding
 - State withholding
 - Local withholding
 - Social Security
 - Medicare
 - Voluntary deductions with tax implications
 - State disability
- Company totals for each pay period in the current quarter:
 - Gross wages
 - Federal withholding
 - State withholding
 - Local withholding
 - Social Security
 - Medicare
 - Voluntary deductions with tax implications
 - State disability

Additional Conversion Notes: