

Items needed for the Paycheck Protection Program Information

- Rent Paid
- Utilities
- Mortgage Interest
- Interest on Debt
- 2019 IRS Quarterly 940, 941 or 944 payroll tax reports.
- Last 12 months of Payroll Reports beginning with your latest payroll date.
 - a. Payroll report must show the following for the time period above:
 - Gross wages for each employee, including the officer(s) if paid W-2 wages.
 - Paid time off for each employee.
 - Vacation pay for each employee.
 - Family medical leave pay for each employee.
 - State and Local taxes assessed on the employee's compensation for each employee.
 - b. Do NOT include 1099s for services.
- Documentation showing total of all health insurance premiums paid by the Company under a group health plan.
 - c. Include all employees and the company owners.
- Document the sum of all retirement plan funding that was paid by the Company (do not include funding of employee deferrals from paychecks).
 - d. Include all employees, including company owners.
 - e. 401K plans, Simple IRA, SEP IRAs.