



State of Michigan  
LICENSING AND REGULATORY AFFAIRS  
**UNEMPLOYMENT INSURANCE AGENCY**  
TAX OFFICE

3024 W. Grand Blvd., Suite 11-500, Detroit, Michigan 48202  
www.michigan.gov/uia



THE LAW FIRM OF PUCKETT &  
FARAJ PC  
1800 DIAGONAL ROAD SUITE 210  
ALEXANDRIA VA 22314-2861

DATE: 10/27/2011

UIA EMPLOYER ACCOUNT NUMBER: 1617587

### IMPORTANT TAX NOTICE

Dear Employer:

The Michigan Employment Security (MES) Act provides that an employer who fails to submit all of the required Quarterly Tax Reports (FORM UIA 1020) for the four calendar quarters ending on June 30th, shall be assigned the maximum tax rate applicable in the following calendar year.

Agency records indicate that you did not file tax report(s) for quarter(s) ending:

09 30 2010      12 31 2010

You must file the missing report(s), even if you had no payroll. However, if you have filed the report(s), please furnish a photocopy of missing report(s) and both sides of the cancelled check(s) which establishes proof of filing and/or payment.

We want to ensure that employers are not assigned the maximum tax rate unnecessarily. Therefore, in order to receive an actual calculated rate for the calendar year 2012, the missing report(s) must be received by the Agency, not later than November 14, 2011.

*If you have discontinued or disposed of your business, or if you remain in business but have no employees, please request FORM UIA 1772, "Report of Employer on Discontinuance or Disposition of Business or Assets".*

If you need blank reporting forms, please contact our Tax Office at: 1-313-456-2180.

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