

December 31, 2016
April 13, 2017
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Phone 1-877-829-5500

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ABC-XYZ COMPANY 22 BOULDER STREET HANSON, CT 00000-7253

You are not required to file Form 940, Employer's Annual Federal Unemployment (FUTA) Tax Return.

We received your Form 940, but you do not need to file this form. We determined you are an exempt organization under Section 501(e), 501(f), or 501(k) of the Internal Revenue Code; therefore; you are exempt from paying federal unemployment tax.

What you need to do

Do not file Form 940. Destroy any Forms 940 you have. Do not make tax deposits for federal unemployment tax.

Important reminders

You may be liable for state unemployment tax. Each state establishes and operates its own system. You should contact your state to determine if you must make contributions under the state unemployment compensation law.

You must still file a Form 941, Employer's QUARTERLY Federal Tax Return, for federal income taxes and other amounts withheld from employees' compensation.

Additional information

- Visit www.irs.gov/cp221.
- For tax forms, instructions, and publications, visit www.irs.gov/formspubs or call 1-800-TAX-FORM (1-800-829-3676).
- Keep this notice for your records.

If you need assistance, please don't hesitate to contact us.