

Paychex PEO Channel Partner Information Change Authorization Form

I hereby authorize the following changes to my information by Oasis Outsourcing, LLC ("Oasis") as indicated below. I understand that it is my responsibility to notify Oasis of any change at least one week in advance.

(Email completed form and any required documentation to: PEO_ChannelPartners@paychex.com)

Current Information:

CP Legal Name*	Accounts Payable Name*	Accounts Payable Email*
Business Address		
Payment Address		
Change Request (check all that app	oly):	
CP Legal Name Accounts Payable	e Name 🔲 Accounts Payable Email [Business Address Payment Address
Reason for the Change:		
)
New Information (change to):		
CP Legal Name	Accounts Payable Name	Accounts Payable Email
Business Address		
Payment Address		
Required Documentation - All change limited to:	es require submission of legal document	ation which may include but is not
W-9IRS Document (Entity Verification)	Letter on Company LetterheadMarriage Certificate	Proof of Sale or Acquisition
Print Name	Signature	Date
(Internal Use Only)		

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