



# TAX RESOURCE ORDER FORM

We provide **FREE** literature and tools to our agency partners so they can educate clients & candidates on the legal, financial & HR aspects of household employment.

The following best-practice steps are designed to make tax & legal education easier and more effective:

## **STEP 1**

At time of registration, **verbally** mention to each family that they need to be aware that household employers have legal and tax obligations, but that it's not nearly as expensive or difficult as people think. Inform them that you will forward a helpful email. Encourage them to call us after they read the email and we'll give them a free, no-pressure consultation. Whether they join our service or not, this 10-minute phone call will likely save them considerable time and money.

## **STEP 2**

Forward our **HTML Email for Families**. If you meet with them in person, include a customized **Tax Law 101** in your packet. [NOTE: Busy families probably won't take the time to read these materials unless you verbally prepare them first – see Step 1].

Reminder: We have a comprehensive library of "one-sheets," covering every imaginable topic in a simple, brief one-page flyer. Any of our flyers can be ordered in hard-copy or PDF format. For a complete listing of educational materials, visit the partners section of our website at <http://www.breedlove-online.com/partners>.

## **STEP 3**

Provide each candidate with **The Benefits of Being Paid Legally** in hard copy format or our **HTML Email for Candidates**.

## **STEP 4**

Leave each family with a gift copy of **The Household Employment Handbook**. This easy-to-understand reference booklet helps families manage their employment relationship and is an excellent way to extend your presence beyond the placement – increasing your chances of repeat business and referrals.

### Order Request

Check Desired Resources

**HTML Email for FAMILIES (Permanent & Temporary Placements)**

**Tax Law 101 (for families)** *(specify quantity)*

**The Benefits of Being Paid Legally (for candidates)** *(specify quantity)*

**HTML Email for CANDIDATES (Permanent & Temporary Placements)**

**The Household Employment Handbook (Shipped in boxes of 35)** *(specify quantity)*

*An Easy-to-Use Compilation of Helpful Tax & Legal Information*

**Payroll & Tax Brochure** *(specify quantity)*

**Net Pay Table Worksheet to help families & candidates estimate taxes** *(specify quantity)*

**Web Packet for Clients** Logo, Link and FAQs for the Client section of you website

**Web Packet for Candidates** Logo, Link and Content for the Candidate section of your website

### Agency Information

Agency: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

**THANK YOU FOR YOUR PARTNERSHIP WITH BREEDLOVE & ASSOCIATES!**

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