

**Reemployment Assistance Division**

PO Box 4730, Aberdeen, SD 57402-4730

Tel: 605.626.2312

Fax: 605.626.3347

dlr.sd.gov

**DOMESTIC EMPLOYER APPLICATION TO WITHDRAW FROM ANNUAL WAGE AND CONTRIBUTION REPORTING**

Complete and submit this form to the above address if the Unemployment Insurance (UI) Division has determined you are a domestic employer and you wish to no longer report to the UI Division on an annual basis. Quarterly wage information and contribution payment will be required.

Account Number: \_\_\_\_\_

Employer Name: \_\_\_\_\_

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

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

The above domestic employer applies to withdraw their **Domestic Employer Election to Report Quarterly Wages and Pay Contributions Annually**. The employer understands a timely application must be submitted before the method of reporting wages and payment of contributions may again be changed.

The employer understands quarterly wage and contribution reports will become due and are required to be filed and paid by the employer no later than the end of the month following the end of the calendar quarter for which the contributions become due. Penalties and interest may apply if quarterly reports are not filed and contributions are not paid on time. If the employer is no longer liable, the employer must notify the UI Division in a timely manner.

**Calendar Quarter:** January 1 to March 31

April 1 to June 30

July 1 to September 30

October 1 to December 31

**Due Date:** Postmarked by April 30

Postmarked by July 31

Postmarked by October 31

Postmarked by January 31

**The effective date of this election is the first day of January \_\_\_\_\_ (year).** It is understood and agreed that this election must be received no later than December 31 to be effective at the beginning of the next calendar year.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

Do not write in this space, for SD DLR use only

Approved date: \_\_\_\_\_

By \_\_\_\_\_ Effective Date: \_\_\_\_\_