



## Request for Waiver of Fee/Interest Charges

### SECTION 1: Employer Information

Employer Number \_\_\_\_\_

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

Street or Mailing Address \_\_\_\_\_

City, State, and ZIP Code \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-mail Address \_\_\_\_\_

### SECTION 2: Provide Date Assessed, Description and Amount of Fee and/or Interest Charges

Date \_\_\_\_\_

Description \_\_\_\_\_

Amount \_\_\_\_\_

### SECTION 3: Reason for Waiving Fee and/or Interest Charges (Be very specific.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### SECTION 4: Employer Certification

I, \_\_\_\_\_, hereby certify the information on this request is true and accurate.  
Print Reporting Official's Name

\_\_\_\_\_  
Reporting Official's Signature

\_\_\_\_\_  
Date