

SOCIAL SECURITY ADMINISTRATION

FEE SCHEDULE

As of March 07, 2014

BOD Adopted February 27, 2014 Meeting No. 04/14

EMPLOYER SERVICES SECTION

Type / Purpose	Description	Fee
Social Security Number (SSN)	New Issuance	\$2.00
Duplicate for SSN	Duplicate copy of SSN	\$2.00
SSN Change Fee <i>*New</i>	SSN Change of Name, Address, & Personal Detail	\$2.00
Employer Identification Number (EIN)	New Issuance	\$15.00
Sub EIN	Additional Business under same employer	\$10.00
EIN Change Fee <i>*New</i>	Change of Business name, Address & Others	\$10.00
<i>Duplicate</i> for EIN	Duplicate copy of EIN	\$5.00

PENALTY OF LATE FILING/CONTRIBUTION

100% of payment, or minimum \$250, if payment is not received 1-day after the due date

OTHER FEES

Type / Purpose	Description	Fee
Recording Fee	Per each document to be recorded in Court (<i>Court fee \$5</i>) <i>*New</i>	\$10.00
Release Fee	Per each document to be released in Court (<i>Court fee \$5</i>) <i>*New</i>	\$10.00
Research Fee	Per ½ hour research of records for benefit agencies other than our clients <i>*New</i>	\$20.00
Statement Fee	Request for Quarterly Statement History <i>*New</i>	\$2.00
Photocopies	Per each page of client's file <i>*New</i>	\$0.25
NSF Checks	For each check bounced or dishonored	\$30.00
General Fee	Applies to any other request not specified above <i>*New</i>	\$20.00
Filing Error	Applies to filing error <i>*Changed to 0 from \$1 as cost of documenting & charging is high</i>	\$0