



Information Necessary to Provide a Value of HR Service Proposal

America's Back Office provides Human Resource solutions so that you can focus on what matters most, YOUR Core Business!
 This evaluation form is intended to provide us with the most accurate information possible so that we can obtain the best rates possible for your company.
 Please complete all of the areas to obtain an accurate quote for services.

Workers' Compensation Data

*ATTACH the declaration page of your Workers' Compensation Policy, which lists payroll by category, experience mod, and any credit discounts.
 If you attach this form you will not need to fill in below information (but please indicate below the number of employees in each WC code).

WC Code	State	Description of Duties	# of Employees	Annual Payroll	Current Rate
Ex. 8810	MI	Attach your current dec sheet and skip this section	160	\$1,500,000.00	0.40%
Totals =			0	\$0.00	

PEO Quote

Company Name	
Corporate Address	
All Location Addresses	
All Location Addresses	
All Location Addresses	
All Location Addresses	
All Location Addresses	
All Location Addresses	
DBA	
Loss Runs Attached?	
Any Losses over 25k?	
Any work above 15ft?	
Any Subcontractors?	
Out of State Travel?	

Staffing Quote

Company Name				
DBA				
Corporate Address				
Corporate Address				
Client Name	Client Address	Governing Class Code	Payroll	
Client Name	Client Address	Governing Class Code	Payroll	
Client Name	Client Address	Governing Class Code	Payroll	
Client Name	Client Address	Governing Class Code	Payroll	
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Any Losses over 25k?				
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Any Subcontractors?				
Out of State Travel?				