

June 3, 2016

RE: Happy Life Insurance
Federal Work Opportunity Tax Credit

Dear John:

Thank you for allowing us to assist you with securing tax credits for Happy Life Insurance. We are pleased to provide you the enclosed tax package supporting 2015 Federal tax credits in the amount of \$2,272.

Specifically, we have enclosed the following documentation:

1. A sample Form 5884 which will need to be included in your Federal corporate income tax return.
2. Line by line details to assist you or your tax preparer with completion of the Form 5884.
3. A credit detail report with employee level supporting documentation. This should NOT be included in your Federal income tax return, but is provided for your internal documentation purposes only.
4. A copy of each certification supporting the credits included in this tax package. These certifications should NOT be included in your Federal income tax return, but are provided for your internal documentation purposes only.

If you have any questions, please do not hesitate to call us at 888-320-4456.

Very truly yours,

GetHired

Happy Life Insurance

Work Opportunity Tax Credit Report

	Certification Category	Hire Date	Term Date	Hours Worked	Total Wages	Qualified Wages	Earned Credits
Liv Anderson	G	05/01/2014		361	\$7,650	\$6,000	\$1,500
Minerva Centeno	I	06/01/2014		247	\$3,088	\$3,088	\$772
	Total 25% Credits				\$10,738	\$9,088	\$2,272
	Total 40% Credits				\$	\$	\$
	Total 50% Credits				\$	\$	\$
	Total Credits				\$10,738	\$9,088	\$2,272

Happy Life Insurance

2015 Tax Year Form 5884 Instructions

Please provide the following information to your tax preparer for completion of your income tax return.
Please contact us if you have any questions or concerns.

Line 1a:	\$9,088	\$2,272
Line 1b:	\$	\$
Line 1c:	\$	\$
Line 2:	\$9,088	\$2,272

Please review and complete questions three through six. GetHired does not provide guidance for these questions.

Work Opportunity Credit

▶ **Attach to your tax return.**

▶ **Information about Form 5884 and its separate instructions is at www.irs.gov/form5884.**

Name(s) shown on return	Identifying number	
1 Enter on the applicable line below the total qualified first- or second-year wages paid or incurred during the tax year, and multiply by the percentage shown, for services of employees who are certified as members of a targeted group.		
a Qualified first-year wages of employees who worked for you at least 120 hours but fewer than 400 hours . \$ _____ × 25% (0.25)	1a	
b Qualified first-year wages of employees who worked for you at least 400 hours \$ _____ × 40% (0.40)	1b	
c Qualified second-year wages of employees certified as long-term family assistance recipients \$ _____ × 50% (0.50)	1c	
2 Add lines 1a, 1b, and 1c. See instructions for the adjustment you must make to salaries and wages	2	
3 Work opportunity credit from partnerships, S corporations, cooperatives, estates, and trusts (see instructions)	3	
4 Add lines 2 and 3. Cooperatives, estates, and trusts, go to line 5. Partnerships and S corporations, stop here and report this amount on Schedule K. All others, stop here and report this amount on Form 3800, Part III, line 4b	4	
5 Amount allocated to patrons of the cooperative or beneficiaries of the estate or trust (see instructions)	5	
6 Cooperatives, estates, and trusts, subtract line 5 from line 4. Report this amount on Form 3800, Part III, line 4b	6	