



Employee Maintenance Form

Client Company:	
Employee Name:	
Social Security Number:	

Please select:

<input type="checkbox"/> Change in Address Please provide new address	Street Address:			
	City:			
	State:		Zip:	
<input type="checkbox"/> Change in Phone	()			
<input type="checkbox"/> Change in Dependents Please attach a new W-4				
<input type="checkbox"/> Change in Rate	\$			
<input type="checkbox"/> Other Please explain				

Employee Signature <small>If applicable</small>		Date:
Client Signature		Date:

Please return to:
Pinnacle Employee Leasing
 115 W Olympia Avenue, Suite 121, Punta Gorda, FL 33950
 Toll Free: 1-800-245-2414 , Toll Free Fax: 1-800-245-4711
 Questions? Phone: (941) 833-2065 Fax: (941) 833-2075
www.pinnacleel.com