



Required Government Forms for the Application Packet

FOR YOUR CONVENIENCE, this page lists the government forms that are required as part of your Manpower Application Packet. *You must fill out and submit the following three forms as part of the application process:*

- 1. Form I-9, Employment Eligibility Verification**
Department of Homeland Security, U.S. Citizenship and Immigration Service
Please click on the following link below to access, fill out and print the I-9 Form that is required as part of your application: <http://www.uscis.gov/files/form/i-9.pdf>
- 2. Form W-4, Employee's Withholding Allowance Certificate**
United States Internal Revenue Service
Please click on the following link below to access, fill out and print the W-4 Form that is required as part of your application: <http://www.irs.gov/pub/irs-pdf/fw4.pdf>
- 3. Form MI-W4, Employee's Michigan Withholding Exemption Certificate**
State of Michigan, Department of Treasury
Please click on the following link below to access, fill out and print the MI-W4 Form that is required as part of your application: http://www.michigan.gov/documents/mw4f_76761_7.pdf

If you live in Ohio..

You will need the following form to replace #3 (above):

- Form IT-4, Employee's Withholding Exemption Certificate**
State of Ohio, Department of Taxation
Please click on the following link below to access, fill out and print the IT-4 Form that is required as part of your application: http://www.tax.ohio.gov/documents/forms/employer_withholding/Generic/WTH_IT4.pdf

If you live in Connecticut..

You will need the following form to replace #3 (above):

- Form CT-4, Employee's Withholding Certificate**
State of Connecticut, Department of Revenue Services
Please click on the following link below to access, fill out and print the CT-4 Form that is required as part of your application: http://www.ct.gov/drs/lib/drs/fillable_forms/2010forms/form_ct-w4.pdf