

**INSTRUCTIONS AND LIST OF FORMS FOR PROFESSIONAL EMPLOYER ORGANIZATION
(PEO) OR
PROFESSIONAL EMPLOYER ORGANIZATION GROUP (PEO GROUP)**

FOR PEO APPLICANT

For PEO Applicant That Has \$150,000 in Working Capital

- **PEO 1** Initial and Renewal Application for Professional Employer Organization or Professional Employer Organization Group; **AND**
 - ▶ **PEO 2** Attestation of Financial Statement for an applicant that has sufficient operating history to have audited financial statements based on at least twelve months of operating history and has a minimum of \$150,000 of working capital; **OR**
 - ▶ **PEO 3** Attestation of Financial Statement for an applicant that has not had sufficient operating history to have audited financial statements based on at least twelve months of operating history and has a minimum of \$150,000 of working capital.

For PEO Applicant That Does Not Have \$150,000 in Working Capital

- **PEO 1** Initial and Renewal Application for Professional Employer Organization or Professional Employer Organization Group; **AND**
- **PEO 5** Attestation of Financial Statement for an applicant with less than \$150,000 in working capital at renewal **AND**
 - ▶ **PEO 2** Attestation of Financial Statement for an applicant that has sufficient operating history to have audited financial statements based on at least twelve months of operating history; **OR**
 - ▶ **PEO 3** Attestation of Financial Statement for an applicant that has not had sufficient operating history to have audited financial statements based on at least twelve months of operating history; **AND**
 - ▶ **PEO 8** Attestation of the Provision of a Bond

For PEO Applicant Whose Application is Certified by an Approved Assurance Organization

- **PEO 1** Initial and Renewal Application for Professional Employer Organization or Professional Employer Organization group; **AND**
- **PEO 7** Attestation from an Approved Assurance Organization

The Application Packet should be mailed to:

Wage and Workplace Standards Division
200 Folly Brook Boulevard, Wethersfield, CT 06109

The check should be made payable to: Wage and Workplace Standards Division.

FOR PEO GROUP APPLICANT

For PEO Group Applicant That Has \$150,000 in Working Capital

- **PEO 1** Initial and Renewal Application for Professional Employer Organization or Professional Employer Organization Group; **AND**
 - ▶ **PEO 2** Attestation of Financial Statement for an applicant that has sufficient operating history to have audited financial statements based on at least twelve months of operating history and has a minimum of \$150,000 of working capital; **OR**
 - ▶ **PEO 3** Attestation of Financial Statement for an applicant that has not had sufficient operating history to have audited financial statements based on at least twelve months of operating history and has a minimum of \$150,000 of working capital; **AND**
- **PEO 6** Attestation Guaranteeing the Obligations of the Professional Employer Organizations with a Professional Employer Organization Group

For PEO Group Applicant That Does Not Have \$150,000 in Working Capital

- **PEO 1** Initial and Renewal Application for Professional Employer Organization or Professional Employer Organization Group; **AND**
- **PEO 5** Attestation of Financial Statement for an applicant with less than \$150,000 in working capital at renewal **AND**
 - ▶ **PEO 2** Attestation of Financial Statement for an applicant that has sufficient operating history to have audited financial statements based on at least twelve months of operating history; **OR**
 - ▶ **PEO 3** Attestation of Financial Statement for an applicant that has not had sufficient operating history to have audited financial statements based on at least twelve months of operating history; **OR**
 - ▶ **PEO 6** Attestation Guaranteeing the Obligations of the Professional Employer Organizations with a Professional Employer Organization group; **AND**
 - ▶ **PEO 8** Attestation of the Provision of a Bond

For PEO Group Applicant Whose Application is Certified by an Approved Assurance Organization

- **PEO 1** Initial and Renewal Application for Professional Employer Organization or Professional Employer Organization Group; **AND**
- **PEO 7** Attestation from an Approved Assurance Organization

LIMITED REGISTRATION

For PEO or PEO Group Applicant Requesting a Limited Registration

- **PEO 4** Application for Limited Registration

The Application Packet should be mailed to:

Wage and Workplace Standards Division
200 Folly Brook Boulevard, Wethersfield, CT 06109.

The check should be made payable to: Wage and Workplace Standards Division.