



### **Authorization to Release Payroll**

As the owner, officer (president or vice president of a corporation), or managing member (for a limited liability company) of the business entity set forth below (the "Company"), I hereby authorize Matrix Employee Leasing to release the Company's payroll and any payroll information to the Authorized Person named below. This Authorization includes the authorization to release any payroll information of the Company in the possession of Matrix Employee Leasing, including, but not limited to, payroll reports and employee checks. This Authorization shall remain in effect until revoked in writing by me or any owner, officer or managing member of the Company.

Authorized Person: \_\_\_\_\_  
(Print Name of Person Authorized to Receive Payrolls and Payroll Information)

Business Entity (Company): \_\_\_\_\_  
(Print Complete Legal Name of Business Entity/Company)

By: \_\_\_\_\_  
(Signature of Owner/Officer/Managing Member of Business Entity/Company)

Title: \_\_\_\_\_  
(Print Title of Person Signing Above - i.e. President, Vice President, Managing Member, etc.)

Date: \_\_\_\_\_