# Florida

NEW employers in Florida, complete steps 1-4 below

EXISTING employers in Florida, complete steps 3-4 only

1. **Register for State Withholding Tax**

   Florida does not collect Withholding Tax

2. **Register for State Unemployment Insurance**

   Visit the Florida Department of Revenue website at https://taxapps.floridarevenue.com/taxregistration. Follow all required steps to apply for your Reemployment account. You should receive your account number in the mail within 3-5 business days. You may also call the Florida Department of Revenue after 3 days at 800-352-3671 and receive your account number by phone.

3. **Assign Payroll City as your TPA**

   Once you have registered for your Reemployment account, you will need to assign Payroll City as your Third-Party Administrator. Login to your employer account at https://connect.myflorida.com/Employer/Core/Login.ASPX and click on "Assign and Maintain TPA", then click "New" and enter our TPA ID #07002. Notify Payroll City once you have assigned us as your TPA. Assign the following two roles to Payroll City:

   1. Employment and Wage Detail update and Submit

   2. Payments update and Submit

4. **Provide Tax ID numbers and applicable rates to Payroll City**

   ✓ Submit your Unemployment ID and rate

   *If asked where records are stored, enter your address*