



New York State Insurance Fund
Policyholder Services - Premium Audit

July 13, 2006

PA31L 10119051 1004002001

HARRY'S NURSES REGISTRY INC
C/O
88-25 163RD STREET
JAMAICA, NY 11432

Re: Premium Review For Workers' Compensation **Policy #Q 14466643, Period 02/07/2006-02/07/2007**
Additional Entities:

Appointment Date: 07/31/2006

Dear Sir or Madam:

It is now time to review your records so that we can determine the proper premium for your Workers' Compensation Policy. In order to make this review most efficient, I will need to meet with the person who is authorized to show the records, and capable of answering all questions.

Please have the following records that apply available at your location on the date shown above.

- Payroll Book.
- Payroll Tax Returns (941's, NYS-45, and NYS-45 ATT).
- Cash Book (Disbursements and Receipts)/Check Book.
- General Ledger/ 1120 Corporate Income Tax Return; 1065 Partnership Return; 1040 Schedule C Sole Proprietor Return.
- Certificates of Insurance for Subcontractors Used.
- Contracts, bills and invoices.
- 1099's and W-2's.

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Please allow me to welcome you to NYSIF, and confirm your policy information. Please have your most recent records available for review.

In order to ensure that the review is properly completed and explained, please have the person who is responsible for your Workers' Compensation policy available.

If the appointment date is not satisfactory, or if your records are located at a different location, please contact me at the phone number shown below as soon as possible. If you have any questions, please call.

The contents of your records are confidential between NYSIF and yourself. We anticipate and appreciate your cooperation in the audit process.

Please see the attached tips for assisting in the review of your records.

Very truly yours,

JANET MAHONEY
Senior Auditor
Phone #: (646) 298-7626

RECEIVED
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BY: _____
199 CHURCH STREET • NEW YORK, NY 10007 - 1173
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