

# Payments to Loan-Out Companies

## **Required Documentation List**

Extreme Reach Talent, Inc. (ERT) will pay domestic loan-out companies adhering to the following guidelines:

- The company must be active and currently registered. Status must be confirmed by a check of the Secretary of State website of the state where the company was organized (created).
- The company must have only a single owner\* (see exception below).
- The single owner must own all shares of the company.
- ERT will only pay the company for the services of that single owner.

**Exception:** A married couple (e.g. husband and wife) may both be loan-out employees of the same corporation. A Loan-out Corporation may also consist of multiple members of a band or other performance group. Extreme Reach Talent, Inc. cannot pay Loan Out Companies identified by the Internal Revenue Service as:

- Individual/sole proprietorships
- Disregarded entities

### **Documentation Required for Payments to Loan-Out Companies**

#### S-CORP OR C-CORP\*

- Completed W-9
- Completed Form I-9

#### SINGLE MEMBER LLC W/ FORM 8832 CORPORATION ELECTION\*

- Completed W-9
- The 8832 IRS Acceptance Letter, approving the "S" or "C" corporation election status
- Completed Form I-9

#### PARTNERSHIPS

(Only used for married couples or for a performance group)

- Completed W-9
- Partnership Agreement or a recent 1065 Tax Return\*
- Completed Form I-9

#### MULTIPLE MEMBER LLC\* (Used only for married couples or for a performance group)

- Completed W-9
- Completed Form I-9

\*In certain circumstances, if ERT needs further clarification, the Articles of Incorporation, Articles of Organization or the Partnership Agreement may be required.

Any Questions? Get in touch with your Talent Manager