



Santa Clara County Office of Education

Charles Weis, Ph.D.
County Superintendent of Schools

Informational Bulletin

District Business & Advisory Services

Nimrat Johal: Director- DBAS: 408-453-6599

Cathy McKim, Manager-DBAS: 408-453-6588

Bulletin: 11-048

Date: May 31, 2011

To: District Fiscal Directors

From: Cathy McKim

Re: Notice from IRS Regarding Submission of 941 Tax Forms

The Santa Clara County Office of Education, District Business & Advisory Services submits tax payments and provides the tax reporting for all districts processing payroll through the Santa Clara County Schools Payroll Revolving Fund. As such, all payments and forms are filed under the Federal Employer Id for this entity and not the Federal Employer ID number for each individual district.

If you have received a notice from the IRS regarding submission of your 941 Tax Forms, please forward this notice to Annie Romero via e-mail at annie_romero@sccoe.org. The response requested by the IRS requires information that is not readily available to you. Thus, we will complete the required information and respond to the notice on your behalf.

Please share this information as deemed appropriate.

Approved by: Nimrat Johal- Director- District Business & Advisory Services