WISCONSIN PAYROLL NOTICE ROUTING / 01

IDENTIFY THE QUESTION AND ROUTE

Use Notice A and role labels. Ask the provider or agency to confirm the route; do not interpret the notice here.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

Notice label / private original reference / provider contact role

Question type: notice subject, provider scope, portal access or still unclear?

DOR withholding, DWD unemployment or other program / who confirmed?

If DWD: tax/account or benefits/claimant question / confirmation reference

Official route consulted / checked date / separate access-help question, if any

Time-sensitive question raised privately / responsible role / reply reference

Preparation only. Not tax, legal, filing or response advice. Do not delay time-sensitive questions to finish this workbook.

WISCONSIN PAYROLL NOTICE ROUTING / 02

TRACK ACCEPTANCE OF THE HANDOFF

A sent message is not accepted work. Keep portal help, substantive reply and agency status separate.

Notice label / question sent to provider / private handoff reference

Provider receipt reference / accepted task / excluded or unanswered part

Different agency program or professional suggested / routing confirmation needed

Separate portal-help issue / support reply reference / notice question still open

Substantive provider reply reference / question addressed / unresolved item

Agency-status record reference, if supplied / meaning to clarify / follow-up role

Preparation only. Not tax, legal, filing or response advice. Do not delay time-sensitive questions to finish this workbook.

WISCONSIN PAYROLL NOTICE ROUTING / 03

CHECK WHAT IS STILL UNASSIGNED

Tick clarified questions, not legal duties or completed agency actions. Never delay a time-sensitive inquiry.

- [ ] Notice labels point to originals kept privately
- [ ] Agency program and route are confirmed or marked unknown
- [ ] DOR and DWD questions are not combined by assumption
- [ ] DWD tax/account and benefits questions are distinguished
- [ ] Portal-help issues have a separate reference
- [ ] Provider acceptance and exclusions are visible
- [ ] Receipt, substantive reply and agency status remain separate
- [ ] Time-sensitive questions have been raised privately

Unknown program or contact route / role asked to clarify / reply still needed

Handoff not accepted or excluded from scope / next contact question

Portal issue resolved but notice question open / follow-up role and reference

Preparation only. Not tax, legal, filing or response advice. Do not delay time-sensitive questions to finish this workbook.

WISCONSIN PAYROLL NOTICE ROUTING / 04

QUESTIONS FOR THE PAYROLL PROVIDER

Ask about coordination scope, not a promised outcome. Original notices and substantive advice stay private.

Program: who confirms the Wisconsin agency and appropriate contact route?

Question: how do you separate notice subject, provider scope and portal access?

Acceptance: which handoff task is included and where is acceptance recorded?

Referral: how do you identify a different program or professional without losing the question?

Evidence: how are receipt, substantive reply, portal support and agency status separated?

Timing: who reviews time-sensitive notice questions and reports unresolved work?

Preparation only. Not tax, legal, filing or response advice. Do not delay time-sensitive questions to finish this workbook.

WISCONSIN PAYROLL NOTICE ROUTING / 05

COMPARE NOTICE-COORDINATION SUPPORT

Use Provider A and B with the same neutral question. No notice, account data or payroll amounts belong here.

Provider A / B / proposal references / same notice and access-question scenario

Program/contact confirmation and separate portal-support scope - A / B

Accepted handoff, exclusions, referrals and substantive reply records - A / B

Time-sensitive question routing, follow-up and written engagement terms - A / B

READY TO HEAR FROM PROS?

If you choose, create an account on PickYourPro.ai and start a Payroll request. Describe the notice-coordination help you need without private records so participating pros can compete with proposals. Compare accepted scope, agency-navigation support, follow-up, exclusions and written terms.

One request. Every pro's best offer.

Start a request

Participation varies. A private notice-scope and agency-routing review may be needed before a final proposal.

Planning guide: https://www.pickyourpro.ai/services/payroll/multistate-payroll

Wisconsin DOR: Withholding Tax (official reference)

Wisconsin DWD: Employer contact directory (official reference)

Wisconsin DOR: My Tax Account contact help (official reference)

Preparation only. Not tax, legal, filing or response advice. Do not delay time-sensitive questions to finish this workbook.