

Your Company Name (The Firm)

COVID VACCINATION PAY CERTIFICATION

(April 1, 2021 through September 30, 2021)

The American Rescue Plan Act of 2021 (ARP) allows employers tax credits to provide leave taken by employees to receive or recover from COVID-19 vaccinations. The ARP tax credits are available from April 1, 2021 through September 30, 2021.

This tax credit for paid sick leave wages is equal to the sick leave wages paid for COVID-19 related reasons for up to two weeks (80 hours), limited to \$511 per day and \$5,110 in the aggregate, at 100 percent of the employee's regular rate of pay.

Deadline: Return this form to Human Resources after vaccination process has been completed for COVID pay through payroll. This includes any subsequent booster shots.

[] – I have received COVID-19 vaccination(s) that took a total of the following hours to submit for payroll: _____.

a. Location of COVID vaccination: _____

b. Date(s) of COVID vaccination: _____

c. The Firm will reimburse for mileage – (.56/mile)

[] – I was not able to work the following dates and hours to recover from COVID-19 vaccination(s) to submit for payroll: _____.

I, _____, hereby acknowledge that I received COVID-19 vaccination(s) and the above submission for payroll is accurate.

SIGNATURE

DATE