



SIMPLIFI EMPLOYER OUTSOURCING SERVICE  
8025 ROOSEVELT BLVD STE 202  
PHILADELPHIA PA 19152-3031

Letter Date: December 14, 2021

Letter ID: L0000000000

Philadelphia Tax ID: 0000000000

## We received a request for access to your Philadelphia tax records

Dear SIMPLIFI EMPLOYER OUTSOURCING SERVICES,

We recently received a request from SIMPLIFI EMPLOYER OUTSOURCING SERVICES INC, who would like online access to your tax accounts listed on the final page of this notice.

If someone else has requested online access to one or more of your Philadelphia tax accounts, you can:

- **Ignore this request.** If you do not wish to grant access to the person who submitted this request, just ignore this letter. **OR**
- **Give the Letter ID to the person who requested access.** If you wish to grant this person access to your tax records, you can give them **Letter ID L0000000000**, which they can use to view your accounts using their own PTC account. **OR**
- **Log in to grant this person access to your accounts.** Log into your account at **tax-services.phila.gov** and go to the Action Center tab. Find the "Review Access" request and click "Review."

If you grant access to someone now, but later decide to cancel their access, you can do so online or by phone.

- **To cancel access online:** Log into your account at **tax-services.phila.gov** and click on "More Options." In the box labeled "Access," click on "Manage Access." View the list of people who have requested access to your accounts, and click "**Cancel Access**" for anyone you would like to remove from your account.
- **To cancel access by phone:** Call Taxpayer Services at (215) 686-6600. Be ready to share your Philadelphia Tax ID number, found at the top of this letter.

## Have questions about this letter? We're here to help!

The best way to reach us is through the **Philadelphia Tax Center's secure, online messaging feature**. It allows you to track all messages to and from Revenue in one place. Your message is linked to your account automatically, which means no waiting on the phone or in person while someone looks up your account. If you include the Letter ID (found at the top of this letter) in your message, we can view this letter electronically and answer your question more quickly and accurately.