



Statement of Authorized Signatory Party (For submitting electronic certified payroll records)

This form is to serve as a letter acknowledging that I, _____
will serve as the authorized signatory party for weekly certified payroll reports for
the following Sandia Labs contract number, _____ (Example 1484583)

In order to setup the master payroll please provide the following:

- Type of Fringe Benefits (Cash or Plan)
 - If Plan, provide Plan Name: _____
- Week End Date:
- Actual Construction Start Date: End Date:

The company official is required to notify, via email (certpay@sandia.gov), Sandia National Laboratories with any changes, additions, or deletions.

If you have any questions or concerns, please contact us at certpay@sandia.gov.

Name of Company Official: _____

Phone Number: Today's Date

Please email form to: (certpay@sandia.gov)

Last updated 7/24/14 by Org. 105981

Sandia National Laboratories is a multi-program laboratory managed and operated by Sandia Corporation, a wholly owned subsidiary of Lockheed Martin Corporation, for the U.S. Department of Energy's National Nuclear Security Administration under contract DE-AC04-94AL85000.

List of subcontractors and their job function (i.e. electrical, mechanical, etc.):

<input type="text"/>	<input type="text"/>	<input type="text"/>
(Contractor Name)	(Email address)	(Job Function)
<input type="text"/>	<input type="text"/>	<input type="text"/>
(Sub Name)	(Email address)	(Job Function)
<input type="text"/>	<input type="text"/>	<input type="text"/>
(Sub Name)	(Email address)	(Job Function)
<input type="text"/>	<input type="text"/>	<input type="text"/>
(Sub Name)	(Email address)	(Job Function)
<input type="text"/>	<input type="text"/>	<input type="text"/>
(Sub Name)	(Email address)	(Job Function)

Last updated 7/8/15 by Org. 10243

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