Würk Client Submission Quick Reference Guide

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Please utilize the following links to communicate with Würk for the following standardized request types. These links will direct you to each Smartsheet in order to make your request.

Banking/Payroll Requests:

Direct Deposit Reversals

Manual Check Production/Shipments

Income Withholding Orders/Garnishments

Late Finalization Request

New Tax Setup

Earning/Deduction Code Setup

Miscellaneous Requests:

Labor Law Orders

Time Clock Orders

This PDF is a reference tool for you to keep on file that also contains all of the links.

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