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Jeff Landry, Governor
Susana Schowen, Secretary

**Office of Workforce Development
WORK OPPORTUNITY TAX CREDIT**

WOTC FACTS

ORIGINAL FORMS:

- **NO COPIES (IRS 8850 & ETA 9061)**
- **MUST BE MAILED IN WITHIN 28 DAYS OF HIRING DATE**
- **KEEP COPIES FOR YOUR RECORDS & OBTAIN PROOF OF MAILING**

SEND AS MUCH SUPPORTING DOCUMENTATION AS POSSIBLE COPIES OF:

- **SOCIAL SECURITY CARD**
- **DRIVERS LICENSE**
- **W-4**
- **LETTERS FROM SOCIAL SECURITY ADMINISTRATION**
- **DD-214 FOR VETS APPLICATION (MANDATORY) Or letter with VA letterhead verifying veteran status**
- **Letter with VA letterhead verifying support compensation for a disabled Veteran in claiming disability**
- **LETTERS FROM DEPT. OF CORRECTIONS (EX-FELONS)**

This documentation helps us to determine target groups

Mail to:

**LWC
ATTN WOTC UNIT
P O BOX 94094
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Contact Info:

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