



The Landrum News

Congratulations to our Temps of the Month



Toni White & Reginald Owens



Christmas and New Year's Payroll Notice

The Landrum office will be closed on Friday, 12/23 and Monday, 12/26 in observance of the Christmas Holiday. Friday checks will be issued on Thursday, 12/22. All checks for the week following Christmas will be issued on Wednesday, 12/28. Timesheets are due no later than Monday, 12/26 @ 10am. The Landrum office will also be closed on Monday, 1/2 in observance of the New Year. Wednesday payroll will be issued on Thursday, 1/5. Timesheets are due no later than Tuesday, 1/3 @ 10am.

Prefer to have your W-2 emailed to you?

Visit www.w2copy.com. Select "E-W2 Signup".
Company code: IW2012. Sign up by 1/2/12.
Please note that last year's registration does NOT carry over.
If you do not register by the above deadline, a paper W-2 will be mailed to the address on file by 1/31/12.

Have you Moved?

Please be sure to verify the name, SSN, and Address on your check to be sure your 2011 W-2 is correct and mailed to your current residence. Changes must be submitted in writing and may require proper documentation.



TEXT 'LANDRUM' to 292929

Get important information about Landrum Staffing happenings, available positions and alerts from our payroll department sent directly to your cell phone.

!Coming Soon!

A new way to enter work hours via the Web! Landrum Staffing will soon be implementing a new time-keeping software. We'll keep you posted on the rollout date. In the meantime, be on the lookout for additional instructions and tutorials for the new site.

NOTICE TO EMPLOYEES: MINIMUM WAGE IN FLORIDA

The 2012 minimum wage in Florida is \$7.67 per hour, effective January 1, 2012, with a minimum wage of at least \$4.65 per hour for tipped employees.

Tips for finding the perfect Christmas tree!

- 1.) Think about what type of tree you want and make sure you know your ceiling height
- 2.) Overall visual appearance: the family picks the perfect tree whether it is tall or short, wide or narrow, thick and bushy or a Charlie Brown tree.
- 3.) Make sure the trunk is straight and will fit in the base that you will use.
- 4.) Determine if you will need to cut any of the branches at bottom of the tree to fit in the stand. Will a hole or gap result?
- 5.) Check the needles to see if they are dry. Bend a few needles back. If they come off, the tree is too dry. As a second test, pull on a few needles lightly.
- 6.) Your final inspection is for bugs. Check the tree over carefully.

When you bring it home, keep it in the garage or outdoors until you are ready to put it up and decorate it.



December Holidays



and Events:



- 7th - Pearl Harbor Day
- 21st - Chanukah lasts 8 days
- 22nd - Winter Solstice (shortest day of the year)
- 25th - Christmas
- 26th - Kwanzaa
- 31st - New Year's Eve



Believe and act as if it were impossible to fail.

~ Charles F. Kettering from Walk the Talk
Newsletter is printed courtesy of
Formsystems, Inc

