

WESTPORT'S PEO APPROVED LISTING

To be added to Westport's PEO Approved list, please submit the following information for consideration of approval.

1. Name and address
2. Years in business
3. Marketing materials provided by the PEO to both the agency and prospective clients
4. List of services provided by the PEO to clients – as detailed as possible
5. Copy of the contract between the agency and PEO - (does an indemnity agreement exist in favor of the agency or is it at least bilateral?)
6. Details on the training provided to the agency staff by the PEO both initially, and what follow-up training will follow at what intervals
7. Who in the agency will receive the training, and who will be marketing the PEO
8. Details on the agency's responsibilities in marketing and selling the PEO program
9. Estimated 1st year income from the marketing of the PEO
10. A member of NAPEO (National Association of Professional Employer Organizations)?
11. Confirm that the PEO or PEO broker carries E&O coverage and at what limits
12. Financial information on the PEO, including a financial statement and balance sheet (Desirable, but not mandatory)