

FEBRUARY 2020

MAKOTEK NEWS

Official Newsletter of Makotek Inc.



MONTH STORIES

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CONRAD

Have something important to share? Email us photos, announcements, etc. and we will feature it in the upcoming newsletter or on social media! Email us at MakotekSocial@gmail.com



MANAGER'S COLUMN

BACK TO THE BASICS

W. DAVID WILSON, GM SOUTHWEST OHIO



"If you're looking for better results, ...go 'back to the basics.'"

As months pass, a technician can get out of the habit of using good techniques that are tried and true. Sometimes it is best just to go "Back to the Basics" for collections.

Choosing about 30 work orders and working them all day is one approach that works well in doing this job. You should be able to hit these work orders through at least 3 revolutions during a day. With every pass, you will reduce the count of work orders and gain success.

1st Revolution: First, focus on running about 30 work orders. Choose ones that are all closely packed in a zip code so your driving time is minimized. Clear out any vacant addresses as you go. Work through all the jobs with an upbeat attitude at the door. You should be able to make it through all 30 work

orders in about 4 hours. Usually, 2 to 4 work orders will be cleared by being vacant. Another 2 to 5 will be closed by receiving a payment or equipment. By then, you are down to a remaining 21 to 26 work orders. Try to hang door tags from the doorknob upside down to cover the deadbolt and a corner tucked between the insulation and the door. This way, on most houses, you will be able to see from your car if anyone came home during your absence on the next pass.

2nd Revolution: By now, the time traveling between work orders should be less, as you already have been to the location and should not have to search for it. As you drive up, look to see if the door still has your door tag upside down. If so, drive on. If not, that means someone came home and you could get a payment or equipment. You should expect this method to gain another 5 to 7 work orders.

3rd Revolution: Now it should be getting dark and you should have under 20 work orders left. There shouldn't be a barrier to finding the location because you've been to that location twice. Many of the people you missed throughout the day are home and have received your door tag. Your visit will not be a surprise and it should be easier to get either a payment or equipment.

If you're looking for better results, change things up and go "Back to the Basics." Give it a shot, you might be pleasantly surprised!

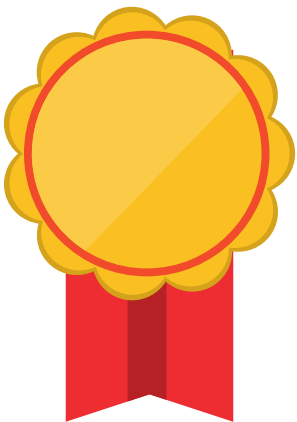
MOST IMPROVED SYSTEM

Columbus, OH



Congratulations to the Columbus, OH office for being System of the Month! I could not be more proud of the team that we have. Everyone maintains a positive attitude, works hard in rain, snow or shine, and supports and respects each other. The team is always willing to step up to pick up work in another area if that's what needed. I appreciate our team and look forward to continued growth.

~ Scott Smith, GM



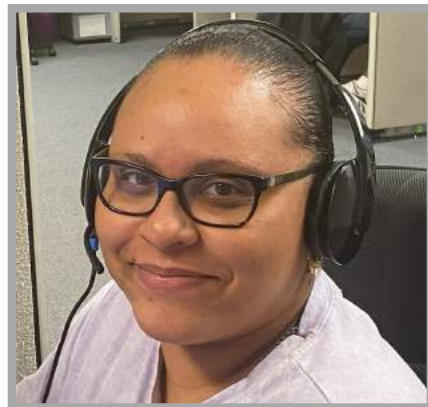
The rankings include all techs with a ranking based on a combination of saves, money collected, disconnects, equipment recovered, and hours worked. Awards go to the Top Tech, in each of three regions. Please review the list and let your managers know any feedback to improve future rankings. The standard has been set and everyone can look forward to new challengers next month.

EMPLOYEES OF THE MONTH

CALL CENTER - CHELSEA WILLIAMS, LONGWOOD

Chelsea has been a winner twice in the last 6 months and continues to work hard every day to reach her goal. Continue the good work, Chelsea, and congratulations!

~Steve Dilly GM



CPE COLLECTIONS - DONALD ADAMS, TAMPA

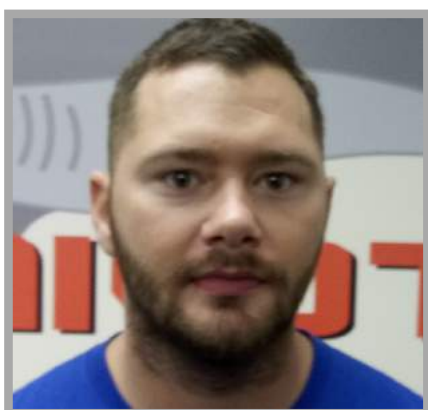
Don Adams continues to impress us with his production along with him handling the warehouse duties. We are happy to have him as part of the WFL Team. Hopefully he will continue his streak with his performance.

~ Chris Mills, GM

EAST - EDDIE GAINES - CHARLOTTE

Eddie has been the ideal tech doing his job and assisting with training of new hires. If he isn't helping others achieve their goals, he is pulling in numerous saves and is always in the top five techs in the running. Great to have Eddie on my team.

~ Bill Sturman, GM



MIDWEST - JAMES STEFAN - CLEVELAND

James is starting off the new year with his 10th top tech award. He continues to set the bar high for everyone, and this award is well deserved for him. Look for him to continue to be at the top in 2020. Great job, James, keep up the great work.

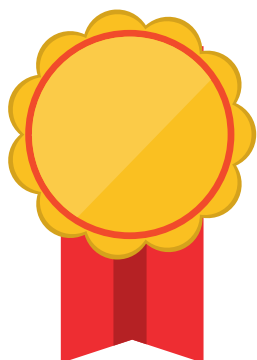
~ Tim Dodd, GM

FL & NYC - JUSTIN ABBOTT, TAMPA

Justin Abbott is a valuable member of the team. He has done a great job since he joined Makotek.

I am sure he will continue his strong efforts moving forward.

~ Chris Mills, GM





Top Posts!

FROM MAKOTEK SOCIAL MEDIA



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TAX SEASON IS HERE!

What do you need to know about your W-2?

Did You Know? The IRS began accepting returns on Monday, Jan. 27, 2020.

Review our guide to understanding the income boxes on your W-2.

Whether or not you are preparing your own tax return, it's a good idea to have a solid understanding of the W-2 and what each of the income boxes mean.

Box 1: Wages, tips, other compensation
Gross taxable wages paid to the employee (salary, wages, tips, bonuses, and/or commissions).

Box 3: Social Security wages
Earnings paid to the employee that are subject to Social Security tax.
(This amount does not include tips.)

Box 5: Medicare wages and tips
Earnings paid to the employee that are subject to Medicare tax.

Box 7: Social Security tips
Tips earned by the employee that are subject to Social Security tax.
(Box 3 + Box 7 = Box 1)

Box 16: State wages, tips, etc.
Gross taxable wages paid to the employee that are subject to the state's tax (might not equal Box 1).

22222		a Employee's social security number		OMB No. 1545-0008	
b Employer identification number (EIN)		1 Wages, tips, other compensation		2 Federal income tax withheld	
c Employer's name, address, and ZIP code		3 Social security wages		4 Social security tax withheld	
d Control number		5 Medicare wages and tips		6 Medicare tax withheld	
e Employee's first name and initial		7 Social security tips		8 Allocated tips	
Last name		9 Verification code		10 Dependent care benefits	
f Employee's address and ZIP code		11 Nonqualified plans		12a	
15 State		13 Statutory employee		12b	
Employer's state ID number		Retirement plan		12c	
16 State wages, tips, etc.		Third-party sick pay		12d	
17 State income tax		14 Other			
18 Local wages, tips, etc.					
19 Local income tax					
20 Locality name					

W-2 Wage and Tax Statement
Form
Copy 1—For State, City, or Local Tax Department

2019

Department of the Treasury—Internal Revenue Service

Top 3 reasons why wages on your W-2 might be different from wage amounts on your last pay stub.

1. Company Health Insurance is a Pre-Tax Deduction. This is the most common reason for your pay stub earnings to be different from your W-2. If your company offers pre-tax health insurance and you have participated, then the taxable wages in Boxes 1, 3, 5, and 16 will be lower by the amount of the pre-tax health insurance deduction.

2. Company-Sponsored Retirement Plan Participation. These types of plans, such as a 401(k), will reduce the taxable federal and state wages only, which are reported in Boxes 1 and 16.

3. Earnings Included Non-Taxable Income Items. Non-taxable income items include reimbursements for mileage or another type of non-taxable expense that was paid back to you through payroll. These non-taxable items will lower gross taxable wages in Boxes 1, 3, 5, and 16.