

Last updated on February 21, 2024

*In order to opt your business out of arbitration, you must complete, sign and email the Arbitration Opt-Out Notice below to [legal-opt-outs@gusto.com](mailto:legal-opt-outs@gusto.com) no later than thirty (30) days after the date you accept the applicable terms of service for your business for the first time or, for current Gusto users, within thirty (30) days of Gusto's notice of modifications to the terms of service. It's your responsibility to email the Arbitration Opt-Out Notice by the applicable deadline.*

**Please note:** *This Arbitration Opt-Out Notice does not apply to individuals seeking to opt out of arbitration on behalf of themselves as individual users of Gusto. Please see the [Gusto Members Terms of Service](#) for more information on how to opt out of arbitration on behalf of yourself as an individual.*

## Arbitration Opt-Out Notice

I am writing to provide notice that I'm opting my business/the business I represent out of the Arbitration Provision as further described below:

**My Full Name:** \_\_\_\_\_

**Name of Company/Business Entity I am Opting-Out:** *You may only opt out one business entity per Opt-Out Notice. This entity must be an entity for whom you act as a Gusto account administrator or signatory.*

\_\_\_\_\_

**Street Address:** \_\_\_\_\_

**City/Town:** \_\_\_\_\_

**State:** \_\_\_\_\_

**Zip Code:** \_\_\_\_\_

**Business Phone Number:** \_\_\_\_\_

**Email Address for Gusto Account Administrator:** \_\_\_\_\_

*Please sign and date below to finalize this Opt-Out Notice. By signing, you confirm that you have reviewed all instructions on this Opt-Out Notice, and you represent that you are an authorized representative of the business entity listed on this Opt-Out Notice and have the right to determine such business entity's dispute resolution procedures.*

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*Please email this completed form to [legal-opt-outs@gusto.com](mailto:legal-opt-outs@gusto.com).*