

## Payroll Tax Update for Ohio



### Government Compliance

PTUS 13-08 | August 27, 2013

#### Audience

This notice applies to you if you have employees who work or live in **Ohio**. If your company does not have employees who work or live in Ohio, you can disregard this notice.

**Note:** If you are not the person who downloads and installs payroll tax updates, please forward this notice to the correct person in your company.

#### Software

This tax update applies to the following software products:

- Sage 300 Construction and Real Estate (formerly Sage Timberline Office) Payroll version 9.7 and later
- Sage 300 Trade Specialty (formerly Sage Timberline Enterprise) Payroll

#### Tax changes

Ohio recently revised their tax tables for state withholding (OHSWH) for all filing statuses. The changes are effective September 1, 2013.

#### Solution

After your last payroll in August, follow these instructions to download and update your tax files. If you are using a firewall, you must allow access to **downloads.timberline.com/route.asp** to enable Payroll to download the tax update.

#### To download the file and update your tax files:

1. Log on to your network and Payroll with full administrative rights.
2. Start the Payroll application.
3. Select **Tools > Download Taxes** to download the latest version of the tax file.
4. Select the **Update tax files when download is complete** check box if you want to update the taxes automatically after the files are downloaded.

#### To determine your software version:

1. Start Payroll.
2. Select **Help > About Payroll**.  
The software version is listed in the window.

## Additional information

For more information about the tax changes, see the [Payroll Tax Release Notes](#).  
You can also view the *Release Notes* from within Payroll by selecting **Help > Documents** or **Help > Product Documents** after you update the taxes.

## Technical assistance

When you need assistance, refer to one of the following documents to determine what service works best for you.

[Technical Assistance for Sage 300 Construction and Real Estate \(and Sage Timberline Office\)](#)

[Technical Assistance for Sage 300 Trade Specialty \(and Sage Timberline Enterprise\)](#)