Sage Construction and Real Estate Solutions

Payroll Tax Update (United States) 13.01

Audience

This notice applies to you if you are scheduled to receive government-mandated changes for the United States.

Notes:

- Do not download taxes until after you have installed the 2012 Year-End Software Update, you have completed your last payroll for 2012, you have closed the year, and you are ready to process your first payroll for 2013.
- If you are not the person who performs software updates, please forward this notice to the correct person in your company.

Important: Congress is currently debating additional federal tax changes. If there are further changes, we will incorporate the changes and notify you when an updated tax update is available for download.

Software

- Sage 300 Construction and Real Estate (formerly Sage Timberline Office) Payroll version 9.7.0 and later
- Sage Timberline Enterprise Payroll version 13.1

Issue

The following taxes will change effective 1 January 2013:

Federal Taxes

- Social Security (SOC and SOC_E)
- Medicare - Additional tax (MEDADDL) - See the *Payroll Tax Release Notes* for more information about this tax.

  Note: The tax percentage rates for MED, MED_E, SOC, SOC_E, and MEDADDL are available in the **Percent** field of the **Tax Rate Setup** window (**Payroll: Setup > Taxes > Tax Rates**).

State Taxes

- Alaska State Unemployment Insurance (AKSUI)
- California State Disability Insurance (CASDI)
- California State Withholding (CASWH)
- Georgia State Withholding (GASWH)
- Hawaii State Withholding (HISWH)
- Hawaii Temporary Disability Insurance (HITDI & HITDI_E)
- Illinois State Withholding (ILSWH)
- Kansas State Withholding (KSSWH)
- Kentucky State Withholding (KYSWH)
- Maine State Withholding (MESWH)
- Maryland State Withholding (MDSWH)
- Minnesota State Withholding (MNSWH)
- Nebraska State Withholding (NESWH)
- New Jersey Family Leave Insurance (NJFLI)
- New Jersey State Disability Insurance (NJSDI)
- New Jersey State Unemployment Insurance (NJSUI)
- New York State Withholding (NYSWH)
- North Dakota State Withholding (NDSWH)
- Oklahoma State Withholding (OKSWH)
- Oregon State Withholding (ORSWH)
- Pennsylvania State Withholding (PASWH)
- Puerto Rico State Withholding (PRSWH)
- Rhode Island State Disability Insurance (RISDI)
- Rhode Island State Withholding (RISWH)

Local Tax

- Yonkers Resident Withholding (YONKR)

Note: For more information about the tax changes, see the *Payroll Tax Release Notes*.

Solution

Follow the instructions below to download and update your tax files. If you are using a firewall, you must allow access to **http://downloads.timberline.com/route.asp** to enable Payroll to download the tax update.

Important: Do not download taxes until after:

1. You have installed the 2012 Year-End Software Update.
   For information about installing the Year-End Software Update, see the software notice for your product:
   - Sage Timberline Office 9.7 - Software Notice STO 12-X.
   - Sage Timberline Office 9.8 - Software Notice STO 12-X.
   - Sage 300 Construction and Real Estate 12.1 - Software Notice STO 12-X.
   - Sage Timberline Enterprise Payroll 13.1 - Software Notice STE 12-F.
2. You have completed your last payroll for 2012.
3. You have closed the year.
4. You are ready to process your first payroll for 2013.

To download the file:

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.

Note: To determine your software version:

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

For more information about the tax changes and detailed instructions, 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

- Technical Assistance at Year End for Sage Timberline Office and Sage 300 Construction and Real Estate
- Technical Assistance at Year End for Sage Timberline Enterprise and Sage 300 Trade Specialty