

2019 Wages Paid & Tax Payment Record

We recommend return of this information by January 20, 2020 to allow time to prepare your W2s by the due date.
List all Wages Paid to Employees during 2019. If Employee is your child, please list age of child.

If you make bonus payments to your employees, please be sure to include these payments in your payroll records. **Small gifts**, like turkeys, wine, or flowers are generally considered nontaxable *de minimus* fringe benefits (with low value, given infrequently). **Gift certificates (even small amounts)** are considered like cash and are taxable wages. So the gift of a turkey is not taxable, but a gift certificate for a turkey is taxable. If you have questions, please give us a call.

Legal Business Name: _____ FEIN: _____
 Address: _____ City, State, Zip: _____
 Contact Name: _____ Email address: _____
 Phone Number: _____ Alternate Phone #: _____

Employee Name: Address: SS #:	Gross Wages	FICA (SS) Withheld	Medicare Withheld	Federal Withheld	State Withheld	Net Pay

Number of Workers Employed during March: _____

List Dates and Amounts of Total Employment Taxes deposited (paid) for 2019 with federal tax deposit confirmation.

Date	Amount Pd	Date	Amount Pd	Date	Amount Paid	Date	Amount Paid
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

The following information is needed for your Form 943 if your total gross wages is \$2,000 or more:

	Gross Wages per Month	Federal Tax withheld for Month (don't include FICA)		Gross Wages per Month	Federal Tax withheld for Month (don't include FICA)
Jan			Jul		
Feb			Aug		
Mar			Sept		
Apr			Oct		
May			Nov		
Jun			Dec		

Signed _____ Date _____

This information is complete and accurate, to the best of my knowledge, for preparation of my 2019 Form W2(s) and W3.

NOTE: 1099 forms also have a January 31 due date. Please use our 2019 Form 1099 Worksheet to summarize this information. *We process First in, First out method. Please sign this form & bring or mail your information to us ASAP so we can process your forms timely! Thank you.