

September 2022

AccuPay Bulletin

Website:
AccupayOnline.com

CALENDAR

- Sep 26** WinRX proforma download available
- Oct 03** Third quarter processing begins
- Oct 26** Mailing/uploading 1099 Proformas for tax year 2022
- Oct 31 2:00 PM - DE9/DE9C** E-file deadline

UPDATE WINRX SOFTWARE:

- Update payroll proformas by opening up WinRX and following the prompts. Once the program is open you must complete the update. Do not exit out of the program before finishing.
- Q3 payroll proformas will automatically populate.
- 1099 proformas from 2021 will remain intact if the update is done correctly.
- If you are having issues with the quarterly rollover, visit our website **AccupayOnline.com** to download the program.

THIRD QUARTER INFORMATION/END OF YEAR REMINDERS

Employer Listing

A list of your current employer numbers is enclosed. **Please check** this list when assigning numbers to NEW returns.

Third Quarter State Reminder

Third quarter e-file DE9 and DE9C returns must be processed by **2:00 PM on October 31st**. Returns processed after **2:00 PM** will automatically receive paper reports for filing to EDD. E-filing for DE9/DE9C is mandatory unless a waiver has been granted. Enter “Q” in the DE-9/9C E-file box in the California section on Data Sheet A or check the “**E-file DE9**” button on the WinRX State Quarterly Information screen.

1099 Proformas for 2022 Tax Year

Form 1099 proformas for 2022 will be ready by the end of October. In addition to your proformas, the package will include your payer listing and updates & processing reminders. **Unless you have contacted us, PrintBack users will find their 2022 1099 proformas as a PDF to download.**

Low Cost 1099 & W-2 Envelopes

We provide low-cost, quality envelopes that fit W-2 employee and 1099 payee copies. The cost is **\$15.00 per 100** plus shipping. Call us or order online at **AccupayOnline.com** using the “Quick Links” dropdown menu. An email will be sent in November with a reminder to order your envelopes early.

PRINTBACK SCHEDULE AND FEES

Expedite PrintBack Service hours are 9:00 AM—9:00 PM Monday thru Saturday for WinRX returns during the processing months. Returns will be available within 2 hours of transmission. The charge is \$2.20.

Standard PrintBack Service hours are 9:00 AM—5:00 PM Monday thru Friday. Standard PrintBack returns will be available by 9:00 AM the next business day. The charge is \$1.20.

MAILING ADDRESS

P.O. Box 8457
Huntington Beach, CA 92615

Phone: (925) 945-1660
Fax: (925) 945-6544
Email: tech@accupaysystems.com

STREET ADDRESS

20422 Beach Blvd, Suite 345
Huntington Beach, CA 92648