



LEV AND BUNZEY, LLC
ACCOUNTING AND TAX SERVICES

ANITA M. BUNZEY, CPA
PRINCIPAL

January 5, 2021

Dear Client:

All of us are anxious to start the New Year and your health and safety interacting with our office is a priority. Lev and Bunzey, LLC is setup to assist you remotely or socially distanced in our conference room. We also have a secure drop box in front of our building, located in the circle. Please note our new location at 8 Airport Park Blvd in Latham, New York 12110, just (3) three miles down the road from our old location.

As you are most likely aware, the Consolidated Appropriations Act, 2021 was signed into law bringing more aid to individuals and businesses. This law made significant changes to the previously passed CARES Act and existing tax law. One major change is the allowance of deducting business expenses paid out towards PPP loan forgiveness. Also, included in this new law passed is a second round of funding for the Paycheck Protection Loan Program. The second round of PPP funding allows additional expenses to be used towards forgiveness and has new eligibility rules. We have more information on our website under resources. If you have any questions or need assistance, please contact our office.

There has been a change to reporting nonemployee compensation payments. The Form 1099-MISC (Miscellaneous Income) has been redesigned, and Form 1099-NEC was created for reporting nonemployee compensation. Beginning in tax year 2020, Form 1099-NEC (Nonemployee Compensation) must be filed with the IRS by Feb. 1 and Form 1099-MISC must be filed with the IRS by March 1, if filing on paper (March 31 if filing electronically). Both Forms 1099-MISC & 1099-NEC must be furnished to the recipient by Feb. 1. Payments of more than \$600 in nonemployee compensation, including independent contractors, attorneys, and golden parachute payments, will be reported on Form 1099-NEC, box 1.

Please note the Federal Emergency Paid Sick Leave (EPSL) and Emergency Family and Medical Leave Act (EFMLA) was extended in the new tax law passed. It is now optional, not a requirement. We have more information on our website under resources. New York State imposed a new sick leave mandate that went into effect (NYSSL) on September 30th. Employers unaware of the requirements, visit our website or call the office and we will be happy to answer your questions.

Please make note of the following reminders regarding filing your 2020 business tax return:

- Form W-2 and W-3 forms to the Employee and the Federal government are **due by February 1, 2021.**
- Form 1099-NEC, Form 1099-Misc and 1099's for interest, rent, etc. are **due to the recipient by February 1, 2021.** You are required to file and report on Form 1099-NEC payments you paid out to anyone who provided a service to you, you paid them \$600 or more in a calendar year and they are NOT a Corporation. Let us know if you need assistance with the preparation of these forms or would like us to prepare them for you.
- NY Limited Liability Companies (LLC's) and Limited Liability Partnerships (LLP's) are required to file an annual form, IT-204-LL. This form must be filed, and the annual filing fee must be paid by **March 15th, 2021.** This form can be filed anytime from now till

March 15th directly with NYS Department of Tax and Finance. You will need to login under your employer account to file this form. We may have already reached out to you regarding this form. If not, we would be happy to assist you with any questions on filing this form or if you would like us to file the form for you, please contact the office.

- Another reminder, **NYS minimum wage rates increased 12/31/20 to \$12.50** for employers except ones located in NYC, Long Island, and Westchester (call for rates in these locations, if needed), Increases were made for tipped employees as well as for fast food employees. For employees located in additional states, there may be possible minimum wage rate increases as well. Check with your state department of labor for current rates. **New York’s salary threshold for Executive and Administrative Exemptions increased on December 31, 2020. For employers outside NYC, Nassau, Suffolk, and Westchester Counties the minimum per week is \$937.50.** NYS DOL website has a chart which summarizes these thresholds.

If you would like a list of items needed for us to prepare your returns or need assistance with your accounting software, please drop us a quick email or contact us at the telephone number below.

Another note, if you plan on changing your payroll service provider, please contact our office first as we can give you suggestions to minimize the costs associated with the transition.

If you are using a desktop version of QuickBooks 2018 or older, we recommend upgrading your software to QuickBooks 2021. If you have problems with your program QuickBooks support will only help with versions 2019 and up. Remember to backup your file and if you use a USB stick, alternate between two or three of them. Give us a call if you are not sure what level of QuickBooks to buy.

You may mail or drop off your tax information anytime during our regular office hours, Monday through Friday or email us at info@levandbunzey.com and we will set you up with a secure ShareFile link to upload your documents.

Filing Due Dates –if date falls on a weekend or holiday, the return is due the next business day*.

Tax Return	Return Due	Extensions	2020-December 31, Year End Return Due Dates
Form 1065: Partnership/LLC	15 th day of third month following close of tax year	Six month extension is available	Due March 15, 2021
Form 1120: Corporation	15 th day of fourth (third if 6/30 FY) month following close of tax year	Six month extension for current year (seven if 6/30 FY; six if other FY)	Due April 15, 2021
Form 1120S: S- Corporation	15 th day of third month following close of tax year	Six month extension is available	Due March 15, 2021
Schedule C, Form 1040	15 th day of fourth month following close of tax year	Six month extension is available	Due April 15, 2021

We appreciate your business and look forward to meeting your tax and accounting needs in the future. Our best wishes for a healthy and successful New Year.

Lev and Bunzey, LLC