

June 2019

AccuPay Bulletin

CALENDAR

- Jun 26** WinRX proforma download available
- Jul 1** Second quarter processing begins
- Jul 4** **CLOSED - HOLIDAY**
- Jul 31** **2:00 PM - DE9/DE9C**
E-file deadline

QUARTER 2 WINRX INFORMATION

We have an update to WinRX software for Q2:

- Update payroll proformas by opening up WinRX and following the prompts, or by visiting our website. Once the program is open you must complete the update. Do not exit out of the program before finishing.
- Q2 payroll proformas will automatically populate.
- 1099 proformas from 2018 will remain intact if the update is done correctly.

IMPORTANT PROCESSING INFORMATION

Employer Listing

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

Link for Checking California SUI Rate

For your convenience, AccuPay has provided a direct link to the EDD SUI rate screen on our website (click on Payroll Tax Filing– Important Links). EDD lists rates for 2017, 2018 and 2019.

California Payroll Filing

E-filing is REQUIRED in California. If you have a waiver or some other circumstance which allows you to paper file: on Datasheet A, enter an “S” in the DE-9/9C E-file box; in WinRX, click the “Suppress e-file” button.

We do not e-file form DE 3BHW (for household employers). If you process this form, you will receive a paper copy which can be used to manually e-file your return on the EDD website.

1099 Returns

For **new 1099 Payers**, WinRX is still available for 2018 returns. AccuPay will print and mail the “Red” copies to you for filing. PrintBack is available for Payer and Payee copies.

For **corrected 1099 Payers**, fax or email a copy of the original 1099, circle the changes and indicate the correction.

PRINTBACK SCHEDULE

Expedite PrintBack Service hours are 9:00 AM—9:00 PM Mon.-Sat., available within 2 hours (for WinRX returns).

Standard PrintBack Service hours are 9:00 AM—5:00 PM Mon.-Fri., available by 8:00 AM the next business day.

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