

INSTRUCTIONS FOR CHANGING PAYROLL TAX TABLE INFORMATION
IN PEACHTREE FOR WINDOWS (Tax Year 2019)

CAUTION: ALL FORMULA'S MUST MATCH EXACTLY AS SHOWN BELOW

Click on “File”

Scroll down to “Payroll Tax Tables” OR “Payroll Formulas”

Click on “Edit Global” OR “Edit Company” OR “User Maintained” (wherever your tax table information is located depending on your Peachtree program version)

FICA Employee:

Use the scroll bar to locate **FICA EE8**

Change the *Tax ID* from FICA EE8 to FICA EE9

Change the *Tax Name* from FICA EE 18 to FICA EE 19

Verify that the amount in the formula is 132900.

The *Formula* box needs to read exactly like this:

LIMIT = 132900.00;

PERCENT = 6.2;

TAXABLE_GROSS = YTD_LIMIT (ADJUSTED_GROSS, LIMIT);

ANSWER = -TAXABLE_GROSS * PERCENT%

Also verify that the “Filing Status” box is listed as “All Statuses”

In the formula box, to type in the second line (if necessary), press “Control” “J” at the same time.

When all of the appropriate changes have been made to this payroll tax table, *Save* it.

FICA Employer:

Use the scroll bar to locate **FICA ER8**

Change the *Tax Table ID* from FICA ER8 to FICA ER9

Change the *Name* from FICA ER 18 to FICA ER 19

Verify that the amount in the formula is 132900.

The *Formula* box needs to read exactly like this:

LIMIT = 132900.00;

PERCENT = 6.2;

TAXABLE_GROSS = YTD_LIMIT (ADJUSTED_GROSS, LIMIT);

ANSWER = -TAXABLE_GROSS * PERCENT%

Also verify that the “Filing Status” box is listed as “All Statuses”

In the formula box, to type the second line (if necessary), press “Control” “J” at the same time.

When all of the appropriate changes have been made to this payroll tax table, *Save* it.

FIT Married:

Use the scroll bar to locate **FIT M8**

Change the *Tax Table ID* from FIT M8 to FIT M9

Change the *Name* from FIT 18 to FIT 19

Verify that the amount in the formula is 0.

The *Formula* box needs to read exactly like this:

ANSWER = -PRORATE (TABLE (ANNUAL (ADJUSTED_GROSS) -
(EMP_FEDERAL_ALLOWANCES * 4200)))-EMP_FEDERAL_EXTRA

Also verify that the “Filing Status” box is listed as “Married”

Click on Save.

Click on the *Table* or *Set Up Tax Brackets* button.

Enter the following:

11,800.00	0.00	10.00
31,200.00	1,940.00	12.00
90,750.00	9,086.00	22.00
180,200.00	28,765.00	24.00
333,250.00	65,497.00	32.00
420,000.00	93,257.00	35.00
624,150.00	164,709.50	37.00

When the changes have been made, *Ok* to save the changes and return you to the main screen.

When all of the appropriate changes have been made to this payroll tax table, *Save* it.

FIT Single:

Use the scroll bar to locate **FIT S8**

Change the *Tax Table ID* from FIT S8 to FIT S9

Change the *Name* from FIT 18 to FIT 19

Verify that the amount in the formula is 0.

The *Formula* box needs to read exactly like this:

ANSWER = -PRORATE (TABLE (ANNUAL (ADJUSTED_GROSS) -
(EMP_FEDERAL_ALLOWANCES * 4200))) - EMP_FEDERAL_EXTRA

Also verify that the “Filing Status” box is listed as “Single”

Click on save.

Click on the *Table* or *Set Up Tax Brackets* button.

3,800.00	0.00	10.00
13,500.00	970.00	12.00
43,275.00	4,543.00	22.00
88,000.00	14,382.50	24.00
164,525.00	32,748.50	32.00
207,900.00	46,628.50	35.00
514,100.00	153,798.50	37.00

When the changes have been made, *Ok* to save the changes and return you to the main screen.

When all of the appropriate changes have been made to this payroll tax table, *Save* it.

FUTA:

Use the scroll bar to locate **FUTA8a**

Change the *Tax Table ID* from FUTA8a to FUTA9a

Change the *Name* from FUTA ER 18 to FUTA ER 19

The *Formula* box needs to read exactly like this:

LIMIT = 7000;

PERCENT = 0.6;

TAXABLE_GROSS = YTD_LIMIT (ADJUSTED_GROSS, LIMIT);

ANSWER = -TAXABLE_GROSS * PERCENT%

Also verify that the “Filing Status” box is listed as “All Statuses”

When all of the appropriate changes have been made to this payroll tax table, *Save* it.

MEDICARE:

Use the scroll bar to locate **MEDICAR8**

Change the *Tax Table ID* from MEDICAR8 to MEDICAR9

Change the *Name* from MEDICARE 18 to MEDICARE 19

The *Formula* box needs to read exactly like this:

PERCENT = 1.45;

TAXABLE_GROSS = ADJUSTED_GROSS;

ANSWER = -TAXABLE_GROSS * PERCENT%

Note if wages are in excess of \$200,000 contact your accountant to determine additional taxes.

Also verify that the “Filing Status” box is listed as “All Statuses”

When all of the appropriate changes have been made to this payroll tax table, *Save* it.

SDSUI:

Use the scroll bar to locate **SDSUI8**

Change the *Tax Table ID* from SDSUI8 to SDSUI9

Change the *Name* from SDSUI ER 18 to SDSUI ER 19

The formula should read as follows:

Limit = 15000;

Percent = 0.00; (enter the percentage that ***your*** company pays for unemployment)

Taxable_Gross = YTD_Limit(Adjusted_Gross, Limit);

Answer = -Taxable_Gross * Percent%

Also verify that the “Filing Status” box is listed as “All Statuses”

When all of the appropriate changes have been made to this payroll tax table, *Save* it.