



## WAGE REPORTING SOFTWARE

### Release Notes

#### WinFiler Plus 2005, Quarter 4, Update 1

##### NEW IN THIS UPDATE

###### Enhancements

- **Pro Forma Journals:** There was a problem printing the City if the city name started with "End." This update corrects that problem.

###### Updated Federal Forms

- **1099 Instructions:** The IRS has revised some of the 1099 instructions located in the **pubs.zip** file in the 2005 folder. The update includes revisions to instructions for the following forms: 1099-A & C, 1099-PATR, 1099-R & 5498, and the 1099 General Instructions.
- **1099-B:** The Number of Shares field now correctly prevents a decimal point from being entered. Prior to installing the update, the decimal and anything following it was dropped when printing the form. **You will need to edit your data if you entered a decimal in this field prior to installing this update.** Also, the field was shortened to only allow 8 digits to comply with magnetic media specifications.
- **1099-C:** Due to IRS changes in the instructions, Copy B/B/Instr and the Instruction page have changed.
- **1099-CAP:** The 2005 form is now available for printing, magnetic media, and Express Services.
- **1099-PATR:** Due to IRS changes in the instructions, Copy B/B/Instr and the Instruction page have changed.
- **1099 Returns:** With the 4<sup>th</sup> Quarter of WinFiler Plus, if you add a new 1099-B, 1099-H, or 1099-R, certain fields are defaulting to include a zero. This update will prevent the printing of those zeroes. The fields affected are:
  - 1099-B: Line 5 – No. of shares exchanged
  - 1099-CAP: Line 3 – No. of shares exchanged
  - 1099-H: Line 2 – No. of mos. HCTC advance payments received
  - 1099-R: Line 8 – Other %
  - 1099-R: Line 9a – Your percentage of total distribution
- **W-2 Box 14:** When the W-2 Box 14 Customized Amount Type Name and the Amount exceeds 17 characters in length and Express Services is used, an error will be displayed - "The 'Box14TextOne' element has an invalid value according to its data type."

To correct this, you must edit your W-2 Customizable Box 14 Amount Types so that the Short Name plus the Amount does not exceed 17 characters.

New Jersey Example: UI/HC/WD 12345.12 (will work)  
UI/HC/WD (NJ) 123.12 (will cause an error)

###### State Magnetic Media

###### Connecticut 1099:

To correctly include the following 1098 information in the CT 1099 Magnetic Media file, the data must be entered in the following manner:

###### **Real Estate property taxes paid to a Connecticut municipality:**

In Line 1 of Box 4 of the 1098, enter the text "CT Property Tax" followed by the dollar amount, with or without a dollar sign. Example: "CT Property Tax 999999.99" or "CT Property Tax \$99999.99". When a dollar sign is entered, there is only room for 5 digits to the left of the decimal point (due to 25 characters max in the field on the 1098).

###### **City and State location of property:**

In Line 2 of Box 4 of the 1098, enter the City and State. Example: Hartford CT

This information is used for CT magnetic media only if Line 1 is formatted as described above.

###### Massachusetts W-2:

Fields that must be filled in to comply with MA Specifications for Filing W-2's Magnetically:

SSA Submitter Form:



## WAGE REPORTING SOFTWARE

- Submitter Information: EIN
- Company to receive MMREF filing instructions: Company Name, Address, City, and State
- Payer Information:
  - TIN, Name, Address, City, and State
- Payee Information:
  - SSN and Last Name
- W-2 Return Information:
  - State (One or Two) Wages and State (One or Two) Tax Withheld

### Wisconsin 1099:

For customers who want to file WI 1099 Magnetic Media online, the files must each contain only one type of return.

- 1) Select only one type of return at a time (1099-MISC, 1099-R, or W-2G).
- 2) Rename the output file to the appropriate file name. The file name should be WI1099MISC, WI1099R, or WI\_W2-G, respectively.

---

## Release Notes

### WinFiler Plus 2005, Quarter 4 Initial Release

#### ENHANCEMENTS

- **Country List:** Yugoslavia was removed and replaced with Serbia and Montenegro. The Country Code is YI.
- **Express Services:** The Order Detail reports that print for Express Services have been changed so the Box 1 and Box 2 columns are now right justified making them easier to read.
- **Express Services:** Only one 941 PIN Application can be selected at a time.
- **Express Services:** The "Print Receipt" button on the Confirmation screen has been changed to "Print Details" to more accurately describe the functionality of the button.
- **Express Services:** A Name Control field (located on the Payer screen) that contains a dash or ampersand is now correctly being reported when sending Form 941 through Express Services.
- **Registration:** When a different user logs on to use WinFiler Plus, they are no longer prompted to register the program if it has already been registered.
- **Select Payer List:** We have added a "Number of Payers" count to the lower left of the Select Payer screen.

#### NEW FORMS, FORM CHANGES, NEW FORMATS

##### New Federal Forms

- **1098-C:** *Contributions of Motor Vehicles, Boats, and Airplanes* has been added to WinFiler Plus for 4<sup>th</sup> Quarter.

##### Updated Federal Forms

- **1099-CAP:** At release time of WinFiler Plus 4<sup>th</sup> Quarter, the government had not yet finalized this form. This will be made available in an update when it is finalized.
- **5498:** Please use the format "TT YYYY \$\$\$\$" (where "TT" = Text indicator listed in IRS Instructions for 1099-R and 5498, "YYYY" = year of contribution, and "\$\$\$\$" = dollar amount of contribution) when entering prior year contributions by U.S. Armed Forces using the "Prior yr contrib by qual combat zone individ/RMD Amount and Date" field on the prep screen. This specific format indicates that the data be included in the Magnetic Media file.
- **W-2c Copy A 'Blank Form':** Government form change. The government did not change the other copies of this form.
- **940 / 940EZ:** Government changes.
- **940-V / 940-V(EZ):** The amount field on the payment vouchers now automatically fills from the Balance Due field of the 940 or 940-EZ. You can choose to override this amount by checking the "Override calculated amount" checkbox.
- **941 / Schedule B:** Advance Earned Income Credit from W-2 transactions will now be subtracted from the daily and monthly tax liability fields.



## WAGE REPORTING SOFTWARE

- **943:** The Monthly Tax Liability section, Lines 15A through 15L, now fills automatically from W-2 transactions.
- **943:** Government changes.
- **943-A:** Advance Earned Income Credit from W-2 transactions will now be subtracted from the daily tax liability fields.
- **943-V:** The amount field on the payment voucher now automatically fills from the Balance Due field of Form 943. You can choose to override this amount by checking the "Override calculated amount" checkbox.
- **945:** Government changes.

### State Government Form Changes

- **Colorado UITR-1/UITR-1a** Unemployment Insurance Tax Report / Unemployment Insurance Report of Workers Wages
- **Kansas K-CNS 1001** Employer's Report of Wages Paid and Unemployment Tax Return
- **Louisiana DOL ES61** Employer's Wage Report -- Continuation Sheet
- **Nebraska W-3N** Reconciliation of Income Tax Withheld
- **Oklahoma OW – 9** Employer's Withholding Tax Return
- **Utah TC - 96R** Annual Withholding Reconciliation
- **Vermont C-101/C-147** Employer's Quarterly Wage & Contribution Report

### Other State Form Changes

- **Colorado 1094:** When a Payer has an EIN, it was incorrectly printing as an SSN in the 2nd and 3rd Quarter releases. This has been corrected.
- **Connecticut 941:** A label of "override calculated amount" was added to certain checkboxes on this form.
- **Connecticut UC- 2:** Line 9 now includes any amount from Line 6.
- **Georgia G-7:** When the Payer has an SSN instead of a EIN, the G-7 form was not printing the last digit (FEI Number). This has been corrected.
- **Virginia VA-5 & VA-6:** Virginia is in the process of changing the format of the Business Account Number for 2006. You must continue to use the previous 9-digit account number in the 2005 4<sup>th</sup> Quarter WinFiler Plus program in order for the scan lines to be calculated correctly on Forms VA-5 and VA-6. You may start using the new 15-character account number in WinFiler Plus for 2006.
- **Washington 5208B:** The revised form will not be included in WinFiler Plus until Quarter 1 of 2006 due to the late release of the form by the state. Washington has informed us that the previous revision of Form 5208B (Rev. Feb 2004) will be accepted for 4<sup>th</sup> quarter 2005 filing.
- **Washington WA5208A and WA5208B:** The Pre-Printed option has been reinstated for these forms.

### MAGNETIC MEDIA

- **State Magnetic Media:** If you are planning on using our State Annual Magnetic Media for W-2s for the following states – IN, KS, KY, MD, or NJ – please see the Help subject, "State Specific Instructions for Magnetic Media."
- When filing W-2 Federal Magnetic Media on the web site for the SSA, you will need to rename the magnetic media file created by WinFiler Plus, adding a valid extension, e.g. '.txt', to the file name, in order to upload the file.

### LOOKING AHEAD...

- **New York Quarterly State Magnetic Media:** State Quarterly Magnetic Media for the state of New York will be available in the WinFiler Plus 2006 program. Filers may be required to submit a sample file. See NY Publication 911 (5/05) for details.
- **New York NYS-45-CC:** This form will be obsolete beginning Quarter 1 of 2006.
- **State Annual Magnetic Media:** More states will be available this year than in the past. Check for updates in the program, or on the web site, near the end of December or early January.



WAGE REPORTING SOFTWARE

**WFP QUARTER 4 UPDATE**

The update to WinFiler Plus for Quarter 4 will be available late December or early January and will include:

- 1099-CAP printing and Magnetic Media.
- Revised instructions for some 1099 forms included in the Pubs.zip file located in the directory where WinFiler Plus is installed.
- 1099-PATR form changes due to changes in instructions.

**Technical Support**

Internet: [www.WinFiler.com](http://www.WinFiler.com)

Email: WinFilerSupport@WinFiler.com

Phone: 920.339.3200

**Normal Hours:**

Monday through Friday:

8:00 AM to 5:00 PM Central Time

**Extended Hours for January:**

Monday through Friday (December 27, 2005 through February 1, 2006):

7:00 AM to 8:00 PM Central Time

Saturday (January 7, 2006 through January 28, 2006):

8:00 AM to 12:00 PM Central Time

Stay up-to-date with the latest information - - receive e-mail Technical Bulletins from WinFiler.

Visit [www.WinFiler.com](http://www.WinFiler.com) to opt-in.