

ParishSoft ConnectNow Accounting

PAYROLL TAXES

Setting up the account distribution for your vendor

Click on **Vendors**. Use the **Quick Find** box to find the vendor you use for your payroll taxes.

Click on the second tab – **Account Distribution** and follow the example. Click submit.

United States Treasury			
General	Account Distribution	1099/Checks	Comment
Distribution Method: <input type="text" value="Amount"/>			
#	Account		Amount
1	2004.00P: FICA Withholding - Employee Share L-1-20-2004-00		0.00
2	2005.00P: FICA Withholding - Employer Share L-1-20-2005-00		0.00
3	2007.00P: Medicare - Employee Share L-1-20-2007-00		0.00
4	2008.00P: Medicare - Employer Share L-1-20-2008-00		0.00
5	2006.00P: Federal Income Tax Withholding L-1-20-2006-00		0.00
Total:			0.00

Making your tax payment

If you are using ParishSoft ConnectNow Accounting to process payroll, always use the **Federal Tax Remittance** report to make your tax payment.

If you have set up the account distribution for your vendor as shown above when you select the vendor to set up the bill you will get a pop up message that the vendor has a distribution, click OK.



Federal Tax Remittance

1 July 2016 - 31 July 2016

Use the amounts from the **Federal Tax Remittance** report to enter the amounts for each line item as shown below to create your bill.

Federal Tax Remittance Information		
2004.00?	Social Security Withheld:	502.14
2005.00?	Social Security Benefit:	502.14
	Social Security Subtotal:	1,004.28
2007.00?	Medicare Withheld:	117.43
2008.00?	Medicare Benefit:	117.43
	Medicare Subtotal:	234.86
	FICA Subtotal:	1,239.14
2006.00?	Federal Tax Withheld:	582.00
	Total Taxes Due:	1,821.14