

Greenshades Online Tax Filing Center Release Notes

Release Notes for 08/04/2021

Hawaii W-2 for Annual Withholding is now due to the state by January 31, 2022

- Hawaii has moved the deadline for filing forms W-2 with the state to January 31, 2022 (formerly the last day of February) which coincides with the Federal W-2 deadline
- This [bill](#) also establishes \$25 penalties for each instance of failing to file Forms W-2, failing to file electronically if required, or for willfully failing to provide Forms W-2 to employees, but with a total maximum penalty of \$50 per employee.

Release Notes for 12/15/2020

Form 8027 is now a part of the platform and available for your Tax Service module

- Let Greenshades assist you in creating your needed 8027 report alongside the quarterly and annual returns you already use.
- 8027 Reporting not showing up for you yet? Please contact the [Sales](#) team to see if this report is included in your licensing.
- [IRS info on form 8027](#)

The screenshot shows the 'Tax Filing Center' interface. At the top, there is a navigation bar with links: Home, Employees, Payroll, Pay History, Tax Filing Center, Year-End Forms, Reports, Settings, and Covid-19. Below the navigation bar, the page title is 'Tax Filing Center'. The main content area is titled 'Create E-File Return' and includes a sub-header 'Click the drop down menus to get started on building your return.' The form contains several dropdown menus: 'Type' set to 'Annuals', 'Year' set to '2020', and 'Form Type' set to '8027'. Below these, there is a date range '01/01/2020 to 12/31/2020'. At the bottom of the form, there are three more dropdown menus: 'Jurisdiction Name' set to 'All', 'Form Type' set to '8027 Report', and 'Status' set to 'All'. A 'Build Return' button is visible on the left side of the form. At the bottom right, there are navigation icons and a page number '10'.

Anticipated Release: 11/19/2020

TY 2020 : Forms 1099 NEC & 1099 MISC

- Greenshades has updated our tax products to support the new 1099 NEC form and updated 1099 MISC form for TY 2020. The Online edition of the Greenshades Tax Filing Center will allow you to send your info directly to the Year End Forms module for data editing, efile generation, recipient form creation and mail distribution.
 - [IRS information on 1099 NEC & 1099 MISC for 2020](#)

Anticipated Release: 09/16/2020

Additional Kentucky Locals

- Additional 20 KY Locals have been added to the Greenshades tax return offerings
 - Clark County, Clarkson City, Clinton City, Cythiana City, Fulton City, Graves County, Grayson County, Harrison County, Hickman City, Hickman County, Jessamine County, Leitchfield City, Mayfield City, Midway City, Morgantown City, Murray City, Nicholasville City, Ohio County, Paducha City, and Woodford County

Anticipated Release: 08/31/2020

CO New Hire Allows for Online Reporting

- Be sure to check the updated submission instructions.
- State Submission [Site](#)

DE New Hire Allows for Online Reporting

- Be sure to check the updated submission instructions.
- State Guidelines and Submission [Site](#)

IA New Hire Allows for Online Reporting

- Be sure to check the updated submission instructions.
- State Submission [Site](#)

NH New Hire Allows for Online Reporting

- Be sure to check the updated submission instructions.
- State Submission [Site](#)

Anticipated Release: 06/26/2020

Federal 941 for Q2 2020

- Greenshades is ready for the Q2 filing period.
- Greenshades has updated the 941 editor, the downloadable PDF, and the efile to meet the finalized [IRS guidelines](#).

| Part 1: Quarterly Information | | | | | |
|--|--|--------------|---------|--------------------------|------------------------|
| 1 | Number of employees who received wages, tips, or other compensation for the pay period including: Mar. 12 (Quarter 1), June 12 (Quarter 2), Sept. 12 (Quarter 3), or Dec. 12 (Quarter 4) | 1 | | | 108 |
| 2 | Wages, tips, and other compensation | 2 | | | \$417,308.36 |
| 3 | Federal income tax withheld from wages, tips, and other compensation | 3 | | | \$35,067.88 |
| 4 | If no wages, tips, and other compensation are subject to Social Security or Medicare Tax | | | <input type="checkbox"/> | Check and go to line 6 |
| | | Column 1 | | Column 2 | |
| 5a | Taxable social security wages | \$417,308.36 | x.124 = | \$51,746.24 | |
| 5a | (i) Qualified sick leave wages | | x.062 = | \$0.00 | |
| 5a | (ii) Qualified family leave wages | | x.062 = | \$0.00 | |
| 5b | Taxable social security tips | \$0.00 | x.124 = | \$0.00 | |
| 5c | Taxable Medicare wages & tips | \$417,308.36 | x.029 = | \$12,101.94 | |
| 5d | Taxable wages & tips subject to Additional Medicare Tax withholding | \$0.00 | x.009 = | \$0.00 | |
| 5e | Add Column 2 from lines 5a, 5a(i), 5a(ii), 5b, 5c, and 5d | | | | \$63,848.18 |
| 5f | Section 1321(q) Notice and Demand - Tax due on unreported tips (See instructions) | | | | \$0.00 |
| 6 | Total taxes before adjustments. Add lines 3, 5e, and 5f | | | | \$98,916.06 |
| 7 | Current quarter's adjustment for fractions or cents | | | | -\$2.42 |
| 8 | Current quarter's adjustment for sick pay | | | | \$0.00 |
| 9 | Current quarter's adjustment for tips and group-term life insurance | | | | \$0.00 |
| 10 | Total taxes after adjustments. Combine lines 6 through 9 | | | | \$98,913.64 |
| 11a | Qualified small business payroll tax credit for increasing research activities. (See instructions) Blank Form 8974 | | | | \$0.00 |
| Attach Form 8974 No file chosen | | | | | |
| 11b | Nonrefundable portion of credit for qualified sick and family leave wages from Worksheet 1 | | | | |
| 11c | Nonrefundable portion of employee retention credit from Worksheet 1 | | | | |
| 11d | Total nonrefundable credits. Add lines 11a, 11b, and 11c | | | | \$0.00 |
| 12 | Total taxes after adjustments and credits. Subtract line 11d from line 10 | | | | \$98,913.64 |
| 13a | Total deposits for this quarter, including overpayment applied from a prior quarter and overpayments applied from Form 941-X, 941-X (PR), or 944-X, or 944-X (Sp) field in the current quarter | | | | \$0.00 |

Release Notes for 05/29/2020

MI Unemployment obligation assessment rate ends

- Beginning Q1 2020, Employers will no longer need to include an obligation assessment rate.
 - If you are filing a MI Unemployment return for a period prior to Q1 2020, enter your obligation assessment rate on modal.
 - If you are filing a MI Unemployment return for Q1 2020 or after, enter 0 in the obligation assessment rate field on the modal.

The screenshot shows a web form titled "File Michigan Quarterly Unemployment Report". Below the title, it says "Please complete additional fields below, and then click Next." There are three input fields: "Obligation Assessment Rate" with a value of "0.000", "Is Obligation Rate Included In Suta Tax Rate" with an unchecked checkbox, and "Unemployment Account Number" with a value of "8787878". A green arrow points to the "Obligation Assessment Rate" field. At the bottom, there are "Back" and "Next" buttons. The footer of the modal shows "FL Return 06/30/2018".

Release Notes for 03/06/2020

IL Quarterly 941 now requires a Schedule P

- Effective for the January 1, 2020 filing period you are now required to complete and attach the Schedule P, Illinois Withholding Schedule, to your IL-941 return to verify Illinois income and withholding records.
- All withholding income tax credits are now reported on the Schedule WC, Withholding Income Tax Credits. This info will get manually inputted on the MyTax.Illinois website as part of the quarterly 941 filing
- The new Schedule WC-I, Withholding Income Tax Credits Information and Worksheets provides detailed information about the withholding income tax credits, how to calculate them and where to report them. This credit is based on Illinois paid employees.

NC Quarterly NC-5Q Withholding return is going electronic

- Beginning Q1 2020, Employers will be able to file the NC-5Q, a quarterly withholding return for semiweekly depositors, online. Be sure to review the updated instructions provided after building your submission.

Release Notes for 02/21/2020

Maine Seasonal Unemployment Returns

Occupational/SOC Codes for IN, LA, AK

- If your company files SUTA returns using Greenshades Online Tax Filing Center, you may be familiar with this drop-down menu on the in the efile modal for IN SUTA, LA SUTA, AK SUTA. This was implemented last year to make it easier to populate this information in your efiles.

BEFORE

File Alaska Quarterly Unemployment Report

Please complete additional fields below, and then click Next.

Is EC Rate Included In Suta Tax Rate

Employee Contribution Rate

Unemployment Account Number

[← Back](#) [→ Next](#)

AFTER

File Alaska Quarterly Unemployment Report

Please complete additional fields below, and then click Next.

Is EC Rate Included In Suta Tax Rate

Employee Contribution Rate

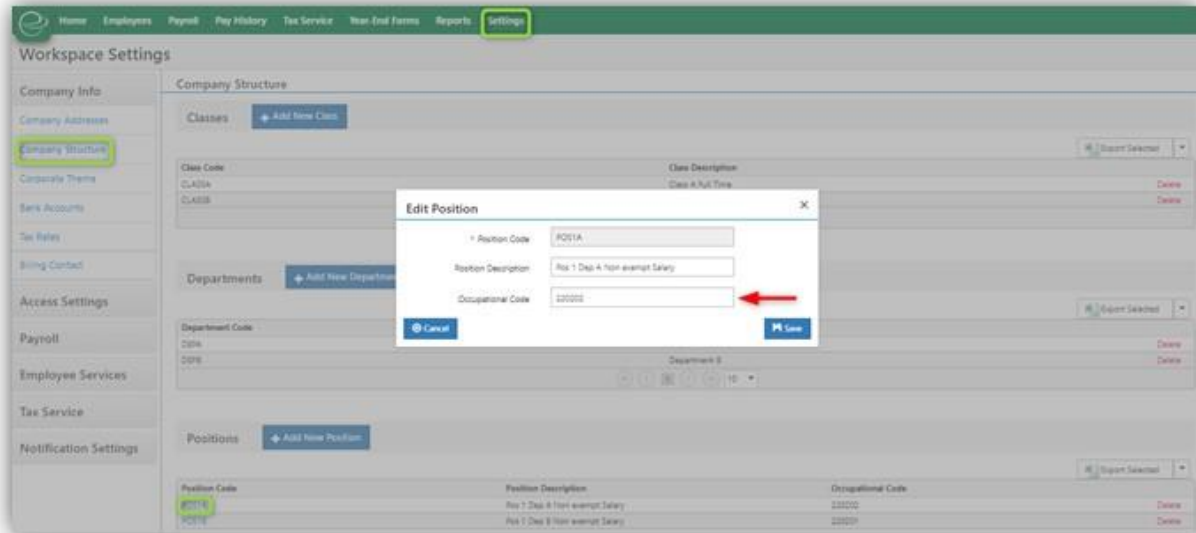
Occupational Code Override

Effective January 1, 2020: This dropdown option will no longer be available. Please set up your Occupational codes in the Company Structure tab of Settings.

Unemployment Account Number

[← Back](#) [→ Next](#)

- To set up your Occupational/SOC codes now, go to the SETTINGS tab at the top of GreenshadesOnline.com, then under Company info select Company Structure from the options on the left. Next select the Position code that needs an Occupational code assigned. The Occupational code will now appear in your efile for any employees assigned the same Position code.



Release Notes for 09/27/2019

Solving the need for Occupational codes in the Unemployment e-files for AK, IN and LA

- The online edition of the Tax Filing Center now supports Occupational code inclusion in a much easier way! Depending on whether you have the Greenshades Payroll module or are importing your data directly to Greenshades from your own accounting package, this page may look slightly different, but the set up will be the same.

In Q2 2019, the Greenshades Online Tax Filing Center would ask how you wanted to provide occupational code data for the needed unemployment efiles. With the addition of a new easy set-up screen, you will not need to make any edits per employee moving forward! Simply go to the Settings page of Greenshades Online and find the Company Structure page. There you will see a section for *positions* that should list the various occupational codes we have detected in your accounting package (or for Payroll clients, will allow you to set these up). Simply click the code to edit, fill in the description and occupational code that should be assigned to your position code, and click save! As employees move job positions in your company, these codes will move with them based on the set up you complete here.

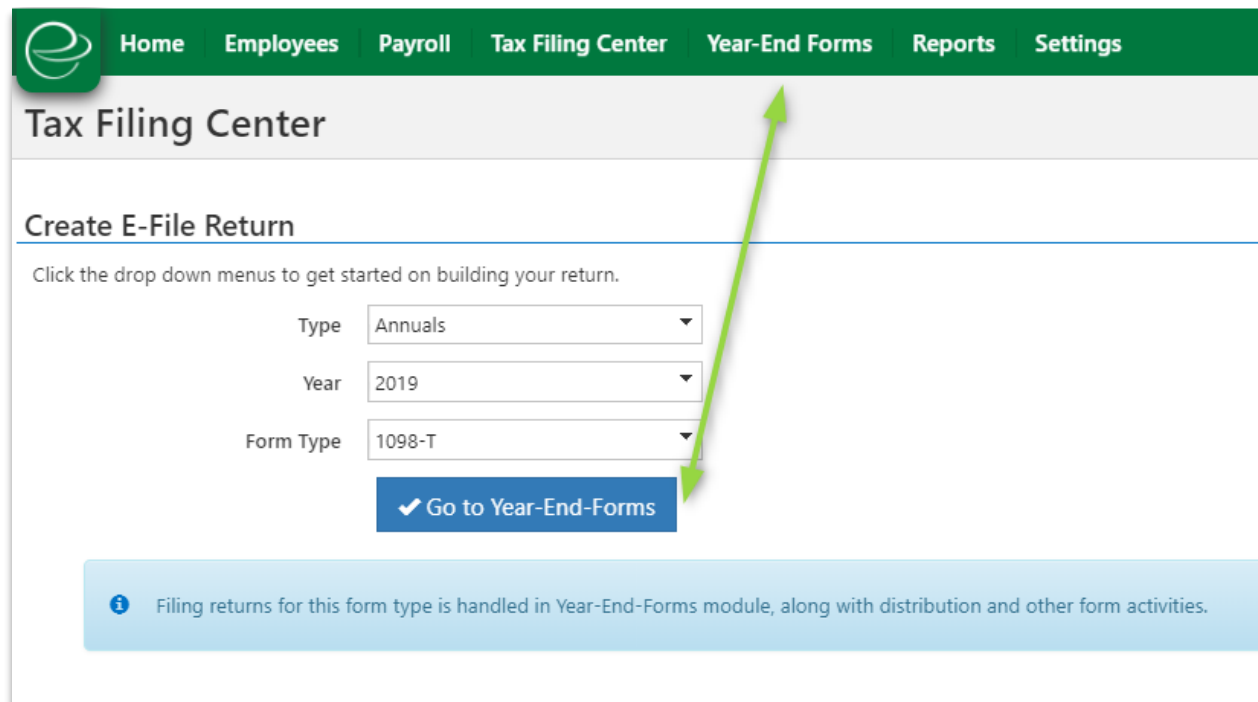
The screenshot displays the 'Settings' page in the Greenshades Online Tax Filing Center. The 'Company Structure' section is active, showing a table of classes and departments. An 'Edit Position' dialog box is open, allowing the user to update the details for a specific position. The dialog includes fields for Position Code, Position Description, and Occupational Code. The background table shows the following data:

| Position Code | Position Description | Occupational Code |
|---------------|-------------------------------|-------------------|
| POS1A | Pos 1 Dep A Non exempt Salary | 111111 |
| POS2A | Pos 1 Dep B Non exempt Salary | 222222 |

- Once you have completed the set up of your occupational codes, go to the Tax Filing Center home page to complete your e-files as normal. You will notice a reminder on the pop up modal to complete your set up before the end of the year. The option to override occupational codes from an alternative method will be going away, but don't worry you can still edit your information in the editor of the appropriate return

Annual 1099 types for Tax Year

- This year all 1099 types (MISC, 1095's, etc) will be created and submitted in the Year End Forms module.



Home Employees Payroll Tax Filing Center Year-End Forms Reports Settings

Tax Filing Center

Create E-File Return

Click the drop down menus to get started on building your return.

Type: Annuals

Year: 2019

Form Type: 1098-T

[Go to Year-End-Forms](#)

i Filing returns for this form type is handled in Year-End-Forms module, along with distribution and other form activities.