July 2017 Payroll Release Notes

CRA Changes for July Payroll Edition :

-PEI:

The Prince Edward Island budget, tabled on April 7, 2017, announced that effective January 1, 2017, the province will increase the basic personal amount to \$8,160 from \$8,000. Since \$8,000 has been used for employees for the first six months of this year, a basic personal amount of \$8,320 will be applied for the remaining six months commencing with the first payroll in July. The Option 2 personal amounts will not be prorated. Effective July 1, 2017, the prorated amounts for Option 1 are as follows: The basic personal amount is revised to \$8,320. Refer to the revised Form TD1PE for complete information

-SK:

Saskatchewan In the provincial Budget 2017 of March 22, 2017, the following changes were announced: Personal Tax rates Effective July 1, 2017, the personal tax rates of 11%, 13% and 15% will be changed to 10.5%, 12.5%, and 14.5% respectively.

Changes In Samco:

-In the Employee Maintenance screen you will now see extra fields for each of the TD1 – TDP1 entries;

- -Provincial TD1
- -Federal TD1
- -Quebec TDP1

All amounts come in Regular and YTD Values.

-The regular value is used for regular tax calculations. When a government does a mid-year change to the TD1 value, which is retroactive to the beginning of the year, this value will have a built in "correction" to allow for the computations that took place during the first half of the year to be corrected.

-The YTD will average out using the correct values and will self-correct to any changes made in the regular exemptions.

🖬 35: PC - Employees, enter			- a ×
File Edit AR IC OE SA AP PC GL SR MS MP CM SF Help	FAJC PO BR P	CL FP PS RP TA TR	EQ PER SM PA DX
Employee		Y	our Company Name Here.
Enter			
Employee code	BC04	Name BC Test, Emp	loyee
29. Exempt from tax	N	47. SK spouse ctrb	"n/a"
30. Exempt from CPP/QPP	N	48. Transit#	"none"
31. Exempt from EIC/QPIP	NY	49. Bank acct	"none"
32. Province for taxation	BC	50. Auto transit #	"none"
33. Country for taxation	🛓 🔼 🖕	51. Auto bank acct	"none"
	REG YTD	52. Auto amount	"none"
34. Net Claim - Prov. TD1	10208 10,208	53. eStub password	"n/a"
35. Net Claim - Federal TD1	11,635 11,635	54. RCT/Business#	"dflt"
36. Exemption - Quebec TPD1	0 0	55. Sponsored funds	0 0
37. Income estimate - TD1X	0	56. T4 format	Regular T4
38. Northern Housing (ann.)	0	57. Extra tax	0
39. Childcare/Alimony, etc	0	58. Extra tax - QC	0
40. Pension Adjustment	0	59. Employment Code	00 Regular Employ
41. Prior Service P.A.	0	60. Married or equivalent	N
42 Pension Income	0	61. Disability	N
43. Tuition fees	0	62. Dependants under 18	o
44. Prv yr gross txb income	0.00	63. Disabil. dep. over 17	0
45. Misc deduction transactions			
46. Quebec health contribution?	(n/a)	64. Releve 1 info	(n/a)
Minimum is 10,208.00			
Enter the exemption for regular tax metho	d		

To Schedule your Payroll update:

Call Samco @ 604-547-4211 or contact us through www.support@samco.com

You can be updated anytime, just do not run July update until you are ready to do your July payroll.

For Window Users scroll to last page titled: Installation and Instructions for Window Users

BEFORE YOUR FIRST JULY PAYROLL

- 1. Install the update
- 2. Apply the tax changes

1-Install the update:

Whether you are affected by the changes or not, all payroll needs to be updated to the 106th edition of the payroll deduction formulas. The next MC edition#: **106**. If you want to double check the MC number, it is found in the Control File. If you do not have access to the Control File, have someone check the current MC edition# for you.

Go to > Payroll Module > Second Screen (F2) > Set –Up > Control Information

2-Apply the tax changes:

Update to run can be found on the Second Screen (F2) of the payroll menu, and it is called "Apply tax changes for Jul 2017"

🖬 35: PC - Payroll menu		-	e (b)	×
File Edit AR IC OE SA AP PC GL FA JC PO BR PI CL FP PS RP TA	TR EQ	PER S	M PA	DX
SR MS MP CM SF Help				
	9			
SAMCO Power Accounting - Canadian Payroll Please select	Your	Compan	y Name	Here.
8. Setup				
9. Purge distributions to G/L				
10. Purge transactions				
11. Year end				
12. Apply tax changes for Jul 2017				
13. File utilities				
14. Print reports from disk				
15. Change company number				
Make a selection, or press F2 for more selections, or F11 for help at any time				

Control File Screen After Update

H 35: PC - Maintain payroll control data	
FILE EDIT AK IC OF SA AP PC GE FA JC PO BK PI CE FP PS	RP TA TR EQ PER SM PA DX
Control information	Your Company Name Here.
1. Default employer RCT#	"none"
2. Business number	123456782RP0099
3. Check form	DDEPE Prtr 03
4. Check amount in words?	Brief
5. Check words line	7
6. Print YTD figures on check?	Y
 MC number of last tax update 	106
8. Tax year	2017
9. Minimum Federal TD1 tax credit	11,635 11,635
10. Minimum Quebec TPD1 tax credit	11,635 11,635
11. Basic annual CPP/QPP exemption	3,500
12. Maximum E.I. annual insurable	51,300
13. Maximum CPP pensionable	55,300
14. Maximum QPIP annual insurable	72,500
15. Bonus year-to-date accumulator	46 Bonus year to date
16. Advance earned trx code	ADV Advance to you
17. Advance deducted trx code	ADR ADVANCE REPAID
18. Use B/R to reconcile checks	N
19. Interface to personnel mgr ?	N
Make changes, PgDn=Next screen	
Field number to change ?	

Installation and Setup Instructions For Window Users

Use the link ftp://ns2.samco.com to access the FTP server.

User ID : samcowin35 Enter Password : 85\$eotaYM

Install the software update from the dvd image according to the instructions provided

- NOTE: Installation is normally done immediately after the last payroll cheque run for June has been completed, but before the first payroll run of July (July dated cheques) are processed.

After you have successfully completed the install complete the following steps:

1. Confirm that you have installed the update successfully by pressing the F4 Key at any menu. The information window should the one shown in the image below Build information. If this window does not show the updated **BUILD NUMBER** than the update has not been installed!

Confirm that you have the update installed successfully by pressing the [F4] key at any menu. The information window should show that the **BUILD** *is* **14.07.35.131 OR LATER**

- NOTE: the new update that has been installed replaces the "old" calculations with the "new calculations".
- To apply the new tax changes go to: APPLY TAX CHANGES FOR JUL. 2017