

# February 2017

## Key Compliance Dates

**Wednesday, February 1** Semiweekly depositors deposit FICA and withheld income tax on wages paid on January 25-27.

**Friday, February 3** Semiweekly depositors deposit FICA and withheld income tax on wages paid on January 28-31.

**Wednesday, February 8** Semiweekly depositors deposit FICA and withheld income tax on wages paid on February 1-3.

**Friday, February 10** Semiweekly depositors deposit FICA and withheld income tax on wages paid on February 4-7.

Employers file Form 941 for the fourth quarter of 2016 if tax for the quarter was deposited in full and on time.

Tipped employees who received \$20 or more in tips during January report them to the employer on Form 4070.

Employers file Form 940 for 2016 if tax for the year was deposited in full and on time.

**Wednesday, February 15** Monthly depositors deposit FICA and withheld income tax for January.

Claims for 2016 exemption from income tax withholding expire; employers must begin withholding tax unless employee has submitted a new W-4 to continue exemption for 2017.

Semiweekly depositors deposit FICA and withheld income tax on wages paid on February 8-10.

**Friday, February 17** Semiweekly depositors deposit FICA and withheld income tax on wages paid on February 11-14.

**Thursday, February 23** Semiweekly depositors deposit FICA and withheld income tax on wages paid on February 15-17.

**Friday, February 24** Semiweekly depositors deposit FICA and withheld income tax on wages paid on February 18-21.

**Tuesday, February 28** Large food and beverage establishment employers file Form 8027, Employer's Annual Information Return of Tip Income and Allocated Tips; use Form 8027-T if reporting for more than one establishment. Electronic filers see March 31.

File information returns (other than returns for nonemployee compensation) with the IRS for payments made in 2016.

Returns for nonemployee compensation were required to be filed by January 31. Electronic filers have until March 31.

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26	27	28				

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## To-Do List

- Send reminders to individual clients who have not returned tax preparation packets or scheduled appointments.
- Review pros and cons of S corporation election with eligible corporate clients.
- Remind partnerships of new March 15 return filing deadline.