

# November 2024

## Key compliance dates

### During November

Income tax withholding: Encourage employees to fill out a new Form W-4 or Form W-4(SP) if they experienced any personal or financial changes.

### Friday, November 1

Semiweekly depositors deposit FICA and withheld income tax on wages paid on October 26-29.

### Wednesday, November 6

Semiweekly depositors deposit FICA and withheld income tax on wages paid on October 30-November 1.

### Friday, November 8

Semiweekly depositors deposit FICA and withheld income tax on wages paid on November 2-5.

### Monday, November 11

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

**Social Security, Medicare, and withheld income tax:** File Form 941 for the third quarter of 2024.

File Form 941 for the third quarter of 2024 if tax for the quarter was deposited in full and on time.

### Thursday, November 14

Semiweekly depositors deposit FICA and withheld income tax on wages paid on November 6-8.

### Friday, November 15

**Social Security, Medicare, and withheld income tax:** If the monthly deposit rule applies, deposit the tax for payments made in October.

Semiweekly depositors deposit FICA and withheld income tax on wages paid on November 9-12.

Monthly depositors deposit FICA and withheld income tax for October.

### Wednesday, November 20

Semiweekly depositors deposit FICA and withheld income tax on wages paid on November 13-15.

### Friday, November 22

Semiweekly depositors deposit FICA and withheld income tax on wages paid on November 16-19.

### Wednesday, November 27

Semiweekly depositors deposit FICA and withheld income tax on wages paid on November 20-22.

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### To-do list

- Remind individual clients whose withholding status will change in 2024 to submit new W-4 forms to their employers.
- Remind individual clients who may have underpaid estimated taxes to increase withholding from salary and wages to make up for shortfall.
- Renew PTIN.
- Register online to use IRS e-services. Preparers who anticipate filing 11 or more 1040, 1040A, 1040EZ, and 1041 returns during the year must file electronically.
- Set up tax preparation software and test e-filing. Download IRS e-file logo and order IRS e-file marketing materials. See the EFTPS Tool Kit.