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EMPLOYEE W-2 INFORMATION

Acct. No.

Account number input boxes

ACCUPAY®

Main data table with columns for EMPLOYEE NO, W-2, Box 12 Amount, Code, W-2, Box 8, 10, 11 or 14 Amount, Code, 3rd Party Sick Pay W/H by Payer (Federal, State), See Instr., and Apay Use (Amount, Code).

Columns 13 & 23 are carried to Form W-2, box 12 with code below:

Table with columns CODE for col. 21 & 31 and EXPLANATION. Includes codes A through Z with descriptions of various taxes and benefits.

Columns 33 & 43 are carried to Form W-2 box 8, 10, 11 or 14.

Table with columns CODE for col. 41 & 51 and EXPLANATION. Includes codes 1 through 12 with descriptions of tips, benefits, and other W-2 items.

Columns 53 & 61:

Enter the federal and state income tax withheld by third-party sick pay payers. Entries will be added to withholding from D/S B and carried to W-2, W-3 and California DE-7.

Columns 69:

Enter one of the following codes if it applies:

- 1 = Statutory employee
2 = Deceased employee
3 = Legal representative

Columns 70 & 78:

Apay Use boxes. Use only as directed.