Sage MAS 90 and 200 Federal & State eFiling and Reporting
Frequently Asked Questions

1. **What is Sage MAS 90 and 200 Federal and State eFiling and Reporting?**
   Federal and State eFiling and Reporting is a new module in Sage MAS 90 and 200 4.3, added to streamline your tax reporting processes. Over 250 federal and state forms for Unemployment, Withholding, New Hire reports, W2s, and W3s are included to assist you with filing payroll tax information. You'll be able to automatically eFile W-2s and 1099s to the appropriate state and federal agencies, print and mail the forms to your employees, or choose to use the fee-based eFiling service.

2. **How does Federal and State eFiling and Reporting work?**
   When you use the electronic forms within Sage MAS 90 or 200 4.3, they'll look very familiar, as they are a replica of the printed government form that get in the mail, but on your screen they won't be blank — much of the information will already be populated in the appropriate fields for you by your system. Simply select the form from within Sage MAS 90 or 200, view and edit the information easily on your screen, and once you've verified it's the way you want it, the form is ready to print or eFile.

3. **How do I file my information?**
   If you choose to print the forms and mail them yourself, you'll be able to utilize blank, perforated W2 & 1099 forms, available for purchase from our Forms Division, without having to align pre-printed forms. Many state forms, such as Withholding and Unemployment, allow you to print on blank paper, and don't require the purchase of any preprinted forms. You can also go completely green by utilizing our eFiling Service, offered on a transaction fee basis, to further streamline and simplify your tax reporting process. You choose how much of the service to utilize, from efficient filing of employee New Hire or Unemployment forms to a complete filing service for W2s and 1099s, with hardcopies sent to your employees, and to you for your records. You can also provide your employees with immediate access to their copy on a secure Web site. You only incur fees for the forms you choose to eFile. You'll always be in compliance with our automated form updates. And every report is saved in its own history file for easy retrieval to reprint, edit, or eFile.

4. **What is the pricing for Federal and State eFiling and Reporting?**
   Federal and State eFiling and Reporting functionality is automatically included with Sage MAS 90 or 200 4.3, and works with your Payroll and Accounts Payable modules. You also have no additional cost to your maintenance or support plan. You only incur fees for the forms you choose to eFile. No sign up fees, and no subscription fees. Use Federal and State eFiling and Reporting to save significant time so you can focus on other important areas of your business.

5. **How does eFiling work?**
   Select the W-2 or 1099 form within your Sage MAS 90 or 200 software. After confirming your W2 or 1099 information is correct, click eFile and follow the simple instructions. If filing only W2s, you do not have to complete the payment info or signature page options. This enrollment site allows you to set up your password-protected, personal, efile management account. Enter your company information, other reporting details, and POA release to be ready to efile immediately. The site maintains a complete detailed history of all filings. Personalized messaging from our eFiling administrators provide details about your filing, as well as alerts concerning critical filing information.

6. **What are the eFiling fees?**
   Unemployment, withholding and New Hire are $7.95 per form.

   The fees for the W2 and 1099 eFiling service depend on how much of the service you want to utilize and how many forms you file.

Complete W-2 or 1099 eFile Service W-2s are automatically eFiled to the appropriate State and Federal agencies and printed and mailed directly to your employees as well as posted to a secure website for immediate access.	**$1.49**/employee
Express W-2 or 1099 eFile Service Files Federal W-2s, State W-2s and provides Employee W-2s on-line.W-2s are automatically eFiled to the appropriate State and Federal agencies and distributed to your employees electronically via a secured website.	**$0.99**/employee
Federal & State W-2s are eFiled to State and Federal agencies	**$0.99**/employee
Federal or State eFile either Federal or State W-2s	**$0.49**/employee

   $19.95 minimum applies to all W-2 fillings.

7. **What if I have several legal entities, or do tax preparation for others, do you offer volume pricing?**

Volume Pricing is offered for eFiling State Reports, such as Withholding, Unemployment, New Hire forms, etc., not W-2 or 1099 filings. Package Pricing per EIN for unlimited eFiling

Number of EINs	Cost per EIN
1	$249
2 to 10	$199
11 to 20	$169
20+	$129

8. **What forms are included in Sage MAS 90 and 200 4.3?**

The forms shown below are the forms available when you first install State and Federal eFiling and Reporting on 4.3. When new forms are available, you will automatically be prompted to choose to update with the latest forms. For a dynamic list of forms , please refer to http://www.aatrix.com/sagemas/forms_list/.

Federal Forms
I-9, W2, W3, W4, W5, 940 EZ, 940, 941, 941 Schedule B, 941 Voucher, 943, 943-A, 943 Voucher, 945, 945-A, the 945 Voucher, 1099 MISC, 1099 INT, 1099 PATR, 1099 R and 1099 DIV
250 Approved Payroll Form Sets (400+ forms)

State Forms		
Alabama: A-1, A-3, A-6, New Hire, UC CR4 & UC CR4A	**Kentucky**: K-1, 42A806, UI-3, New Hire	**North Dakota**: SFN 41263, F-306, F-307, New Hire,
Alaska: 1004, New Hire	**Louisiana**: L-1, L-3 (page1&2), LDOL ES4 & ES4B, New Hire	**Ohio**: IT-3, 501, 941, 942, SD-101 (short), SD-101 (long), SD 141, UCO-2QR, UCO-2QRR, New Hire
Arizona: A1-WP, A1-QRT, A1-R, A1-APR, UC-018 & UC-020	**Maine**: 941-ME, 941CI-ME, 900 ME, New Hire	**Oklahoma**: OW-9, OW-9A, OES-3, New Hire
Arkansas: 3MAR, AR941M, ESD-ARK-209B & ESD-ARK-209C, New Hire	**Maryland**: MW 508, OUI 15 & 16, New Hire	**Oregon**: WA, WR, OQ & 132 & Schedule B, New Hire
California: DE-88 All, DE-6, DE-7, DE-34 New Hire	**Massachusetts**: 1700 HI, M-941 (WQ), M-941D (WR), M-942 (W42), DUA Form 1 & WR-1 & WR-2, New Hire	**Pennsylvania**: PA-501, PA W3, REV-1667, UC-2 & UC-2A Supplement, New Hire
Colorado: DR 1093, DR 1094, UITR-1 & UITR-1(a), New Hire	**Michigan**: 165(page 1& 2), UA 1017 & 1020, New Hire	**Rhode Island**: 941-A, 941-M, 941-QM, 941-Q,W-3, TX-17, New Hire
Connecticut: CT-941, CT-W3, UC-5A/UC-2 & UC-5B, CT-W4, New Hire	**Minnesota**: DEED-1 & 1D, MW-5, New Hire, eFile 1-3 Qtr W/H for Mntly/Qtrly/SemiWkly, eFile 4th Qtr/Annual	**South Carolina**: WH-1605, WH-1606, WH-1612, UCE-101 & UCE-120 & UCE-120A, New Hire
Delaware: WM, WQ, WR, UC-8 & UC-8a, New Hire	**Mississippi**: UI-2/3 & UI-3, 89-105, 89-115, New Hire	**South Dakota**: DOL-UID-21 & DOL-UID-21A, New Hire
District of Columbia: FR-900M, FR-900A, FR-900B, DCDOES UC-30 & DCDOES UC-31, New Hire	**Missouri**: MO-941, MODES-4-7 & MODES-10B, New Hire, W-3	**Tennessee**: LB-0465 & LB-0851 & Wage Continuation, New Hire
Florida: UCT-6 & UCT-6A,, New Hire	**Montana**: MW-3AR, New Hire, UI-5 & 5A, UI-5G & 5A	**Texas**: C-3 & C-4, New Hire,
Georgia: GA-V, G-7M, G-7Q, G-7 SchB, DOL-4 Part I &DOL-4 Part II, New Hire	**Nebraska**: 941N, W-3N, UI-11W & UI-11T, New Hire	**Utah**: DWS-UI 3 & DWS-UI 3CL, TC-96M, TC-96Q, TC-96R, TC-96Y, New Hire
Hawaii: HW-3, HW-14, UC-B6 & UC-B6A, New Hire	**Nevada**: NUCS-4072 & NUCS-4073, New Hire	**Vermont**: WH-431, WH-432, WH-433, WH-434, C-147 & C-101, New Hire
Idaho: 910, 956A, 956M, 956Q, 956SM, 957W, New Hire,TAX020 & TAX026	**New Hampshire**: DES 200 Part 1 & DES 200 Part 2 & DES 200C, New Hire	**Virginia**: VA-5, VA-6, VA-15, VA-16, VEC-FC-20 & VEC-FC-21, New Hire
Illinois: IL 501, IL-941, UI-3/40 & 40AForm, IL W-3, New Hire	**New Jersey**: 927 & WR-30, 927W & WR-30, NJ-W-3M, New Hire	**Washington**: 5208 & 5208-A, QR (page 1 & 2), New Hire
Indiana: UC-1-S & UC-5A-S & UC-5B, WH-1, WH-3, New Hire	**New Mexico**: CRS-1, ES-903A & ES-903B, New Hire	**West Virginia**: IT-101, 103, WVUC-A-154 & WVUC-A-154-A, New Hire
Iowa: 44-007, 44-095a, 44-105, 65-5300 & 60-103, New Hire	**New York**: NYS-1, NYS-45 & NYS-45 ATT, New Hire	**Wisconsin**: UC-101 & UC-7823, WT-6, WT-7, New Hire
Kansas: KW-3, KW-3E, KW-5, K-CNS 101 & 1001, New Hire	**North Carolina**: NC-3, NC-3M(page 1 & 2), NC-5, 5P, & 5Q, NCUI 101 & 101B, New Hire	**Wyoming**: WYO-056 & 078, WYO-058 & 078

High Volume Pricing is offered for eFiling State Reports, such as Withholding, Unemployment, New Hire forms, etc., not W2 or 1099 filing. Package Pricing per EIN for unlimited eFiling

9. **What information is saved?**
   For each form, it is time and date stamped, the actual filed form is saved, and the history file is encrypted.

10. **How do I get updated forms to ensure I'm printing or eFiing with the most current version?**
    Since over 20% of forms change quarterly, we've built in a simple, automatic updating process for you. Sage MAS 90 or 200 will require an Internet connection, and you'll need to be current on your subscription plan. The system will prompt you for your Sage Software Online login and password. You'll need to know

11. **How do I know my eFiled W-2 was received?**
    You will receive an email immediately upon the receipt of the filing. Your email will contain a unique confirmation id number, and if you choose that service, the anticipated date that your employees W2s will be mailed.

12. **How am I charged for the eFiling fees?**
    Payments are made via a major credit card at the time of the eFiling.

13. **What if my employee looses their W2?**
    Never fear, your eFiling history is stored for future viewing and printing, as needed.

14. **What if I need to correct a W2?**
    Federal or State W2s are not actually filed until their respective due dates. In most cases, if the revised W2 is re-eFiled by March 28th, your account is simply updated to reflect the revised information. However, if it becomes necessary, you will have the opportunity to file W2Cs if you initially used the eFiling service.

15. **Can I send printed W-2s to some employees and do online delivery for others?**
    Yes, with the Complete Service option, you can choose to have printed W-2s delivered to some of your employees and others online only. You'll be billed at the Complete Service rate for employees receiving a printed W-2s, and Express Rate for the employees who receive their W2 online.

16. **How do my employees receive logins for access to their information?**
    Your employees will receive this information via their email addresses. Through the history file that is created during the eFiling process, your Payroll Administrator will have access to all their information, including passwords.

17. **If I print my own W-2s and want to only eFile my State and Federal copies, can I still provide my employees with the convenience of the online service?**
    Yes, for $0.20 per employee, you can provide your employees access to their information, in cases they need an additional copy.

18. **Where do I go to learn more about this exciting new product?**
    You can contact your Business Partner or your Sage MAS 90 and 200 Customer Account Representative to discuss your needs and arrange for a demo. You can also go online to read our data sheet, or attend one of our interactive product demo webcasts. Access the eFiling site at **https://sagemas.aatrix.com/.**