

## Sage Pro ERP

### Important Tax Table Update for Sage Pro ERP Payroll

#### Important information regarding your December 31, 2010 payroll update

The United States government has announced payroll tax and magnetic media changes that may affect your business. Unfortunately the federal government did not provide their updates in time for this update. We will provide another payroll update available via download only that will be available on January 6, 2011. We apologize for any inconvenience this will cause but we were unable to make the changes until the federal government finalized their changes.

In the meantime you should download and install the December tax update and the payroll patches. According to Sage:

This payroll patch will address a few modifications related to the New Hire Act and the 941 form. Since this is a Payroll patch only, and not a full PUP update, it will only be available via a download.... We... also wanted to make you aware of this patch. **All Sage Pro ERP clients with Payroll will need this patch applied prior to the end of year updates that will be available in December.**

For details on how to download these changes, see below. If you cannot access these updates please contact Software Generation for assistance.

Since this update involves a program patch you may need technical assistance to install it. Just running the update will NOT install the patches.

#### Receive Your Updates Online

These above mentioned changes and patches have been incorporated into the December 31, 2010, payroll tax update that is currently available for download on the Sage Pro ERP Customer Portal. To download your payroll tax update, simply Click [here](#) and then select the link for your version of your Sage Pro ERP product and follow the instructions. If you cannot access these updates please contact Software Generation for assistance.

**Reminder and Version Support:** The payroll updates for version 7.3 are no longer available. You must be on a supported version of 7.4, 7.5 or 2010 in order to receive payroll updates.

Please be aware that effective 1/7/2011, Sage Pro ERP version 7.4 is no longer supported and will not receive any further updates after the federal tax update on 1/6/2011. Also please note that Sage will only be providing CDs for payroll updates through June 30, 2011. After that time, Sage Pro ERP Payroll Updates (PUP) will only be available via downloads.

#### Installation and Subscription Assistance

If you have questions about installing your payroll tax updates, particularly if your payroll is modified, please contact Software Generation.

Sincerely,

Stephen Morin

**[www.SoftwareGeneration.net](http://www.SoftwareGeneration.net)**  
SGEN, L.L.C., P.O. Box 1093, Bedford TX 76095  
Metro 817-858-0222 FAX 817-858-0223 800-732-3001

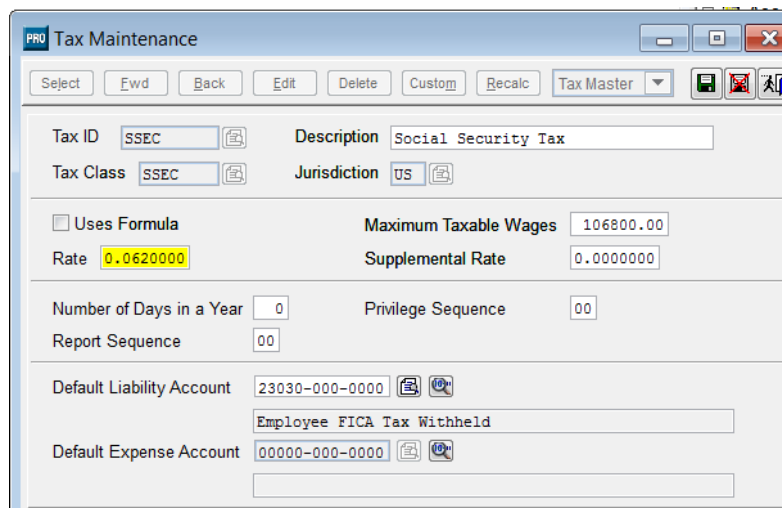
## Sage Pro ERP Important Tax Table Update for Sage Pro ERP Payroll

### Steps to install the update and run payrolls.

Here is the outline of the steps.

You only need to download the December update and latest magnetic media updates. The December update includes the August and November updates and PATCHES which must be installed, according to Sage, before close.

1. Patch 91409
  - a. includes a program to run and data dictionary update
2. Patch 91475
  - a. includes a program to run and data dictionary update
  - b. Checks to be sure 91409 was installed.
3. Install December PUP
4. Install Magnetic media
5. Close Payroll for the year
6. If you have a payroll before January 6, set you fica rate to 4.2 for employee's fica – SSEC tax type



The screenshot shows the 'Tax Maintenance' window for 'Social Security Tax'. The 'Tax ID' is 'SSEC' and the 'Description' is 'Social Security Tax'. The 'Tax Class' is 'SSEC' and the 'Jurisdiction' is 'US'. The 'Rate' is set to '0.0620000'. Other fields include 'Maximum Taxable Wages' (106800.00), 'Supplemental Rate' (0.0000000), 'Number of Days in a Year' (0), 'Privilege Sequence' (00), 'Report Sequence' (00), 'Default Liability Account' (23030-000-0000), and 'Default Expense Account' (00000-000-0000). The 'Employee FICA Tax Withheld' field is also visible.

7. Install January PUP on the 6th

This takes a half hour or more depending on the update from DD time.

### Installation and Subscription Assistance

If you have questions about installing your payroll tax updates, particularly if your payroll is modified, please contact Software Generation.

Sincerely,

Stephen Morin

[www.SoftwareGeneration.net](http://www.SoftwareGeneration.net)  
SGEN, L.L.C., P.O. Box 1093, Bedford TX 76095  
Metro 817-858-0222 FAX 817-858-0223 800-732-3001