

BANYON DATA Payroll Software Version 10.53, 01/14/2020

After the Payroll update on 1/13/20 was released we became aware the IRS has two 2020 Tax Tables

One for those that are still using the 2019 or before W4's and the other for those who are using the new 2020 W4's

This update now has both those tax tables included.

For the employees that have submitted the new 2020 W4 - follow the below instructions:

Go to employee deduction/benefit screen

Fill in the total exemptions from Step 3 on the W4 (ex: \$2000 – will convert to 1)

Fill in the total dependents from Step 3 on the W3 (ex \$500 – will convert to 1)

Confirm the 2020 W4 box on top of screen is now checked

*This will now use the 2020 W4 tax table

For employees that have not submitted a new 2020 W4 and will be using the current on file:

Nothing needs to be changed on the employee deduction/benefit screen

*Make sure the 2020 W4 box is not checked!