

Tax (Federal) Screen in Advanced HR 2.0

To display/edit an employee's Federal Tax information:

1. Go to **HR Admin - Employee Maintenance - Tax (Federal)**
2. The system displays the **Federal Taxes** screen.

Federal Taxes

DOWNLOAD

| Employee Name - | Employee ID | Marital Status | Tax Form | Additional Federal Tax Type | Additional Tax Type Amount | Federal Allowances |
|------------------|-------------|----------------|----------|-----------------------------|----------------------------|--------------------|
| Couture, Thomas | 1 | Single | W2 | None | | 0 |
| Brown, Stephen | 2 | Married | W2 | None | | 0 |
| Mitchell, Rob | 3 | Married | W2 | RegularAmount | 100.0 | 1 |
| Jones, Edward | 4 | Single | W2 | None | | 0 |
| Perry, Jackson | 5 | Single | W2 | None | | 0 |
| Last, First | OR | Single | W2 | None | | 0 |
| Garcia, Monique | 6 | Single | W2 | None | | 0 |
| Kowalski, Felix | 8 | Married | W2 | None | | 0 |
| Marley, Tyson | 9 | Married | W2 | None | | 0 |
| Marks, Jefferson | 10 | Married | W2 | None | | 0 |
| Wilson, Hank | 11 | Single | W2 | None | | 0 |
| Employee, New | 12 | Single | W2 | None | | 0 |
| Hasley, Chris | 13 | Single | W2 | None | | 0 |
| Smith, Hank | 14 | Married | W2 | None | | 0 |
| Swift, Emanuel | 16 | Married | W2 | None | | 0 |

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3. Click on an employee row in the grid to see the employee's Federal Tax details.

Tax Info: Jefferson Marks - 10

Details

Federal Marital Status* Allowances
 Married 0

Federal Tax Type
 None

Annual Tax Form

Tax Form Residential State
 W2 VT - VERMONT, US

Legal Name

First Name

Middle Name

Last Name

Suffix

W-2 Settings

Deceased NO YES

Legal Representative Designated NO YES

Deferred Compensation NO YES

Statutory Employee NO YES

Pension NO YES

Overrides and Exemptions

Employee Tax Statuses

Federal Tax Status
 include - Withhold Tax

OASDI Exempt NO YES

Medicare Exempt NO YES

Employer Tax Statuses

FUI Rate Credit Override
 \$ FUI Rate

FUI Exempt NO YES

OASDI Exempt NO YES

Medicare Exempt NO YES

4. Make any edits to the information and click **Save Changes**.