

To Our Business Clients:

We would like to advise you of a significant change to payroll tax deposit requirements that may affect the method you use to deposit your payroll tax deposits.

Beginning in 2011, businesses with \$2,500 or more in quarterly tax liabilities **must** make their deposits electronically. Form 8109, Federal Tax Deposit Coupon, will be eliminated, and failure to make deposits electronically could result in a 10 percent failure-to-deposit penalty. Businesses with **less** than \$2,500 in quarterly tax liabilities may continue to pay their tax liability with the filing of their Form 941, Employer's QUARTERLY Federal Tax Return, and Form 944, Employer's ANNUAL Federal Tax Return.

If you have been using the Federal Tax Deposit Coupon to make your deposits, you will need to enroll in the Electronic Federal Tax Payment System (EFTPS), a free service provided by the United States Department of the Treasury. You may enroll through their website, www.eftps.gov, or by calling 1-800-555-4477.

Please don't hesitate to contact us if you want more details or have any questions about this change.

Very truly yours,

The SSA, P.C. Team