



Newsletter for December, 2010 from Club Data Corporation

New Payroll fields *** ACTION REQUIRED ***

As of Mid-December, it appears that Congress is going to impose different tax rates for the employer and the employee portion of FICA. Previously, the employer and employee percentages had always been the same and Club Office had one field for FICA percentage and one field for Medicare field.

Before you run your first payroll of 2011, you must update your Club Office software with the January 2011 update and you must fill in values in the employee configuration screen. There is no built-in provision for adjusting these deductions on a retroactive basis.

**DO NOT INSTALL THE UPDATE UNTIL THE
LAST PAYROLL OF 2010 HAS BEEN PRINTED
AND YOU HAVE RUN YOUR W2 's OR SENT US
YOUR BACKUP.**

The screenshot shows the 'ADMIN @ Config PR' window with the 'Payroll Configuration' section. The following table represents the data visible in the configuration screen:

Field Name	Value
Access - Inquire Names ONLY:	90
Access - Inquire Financials:	90
Access - Edit/Update:	90
Access - Issue Checks:	90
Access - Close Quarter:	90
Access - Close Year:	90
G/L Acct: P/R bank acct (cash)	1050.000
G/L Acct: P/R Fed U/C	2150.000
G/L Acct: P/R FICA (Liability)	2121.000
G/L Acct: P/R employee meals	5150.000
G/L Acct: P/R meals tax offset	1000.000
G/L Acct: State U/C	2160.000
G/L Acct: Earned Income Credit	.000
G/L Acct: Medicare (Liability)	2121.000
Local Tax % (.05 = 5%)	0
G/L Acct: Local tax	.000
Locality name (7 chars)	
Payroll Accrual Liability G/L	0
Automatically calculate overtime	
Payroll periods per year (12, 24, 26, 52)	24
Overtime threshold (hrs/pay period)	99
Overtime multiplier (see help)	1.5
Holiday regular multiplier (see help)	0.5
Holiday overtime multiplier (1.5, etc.)	0.5
Vacation accrual by Calendar/Hire date	H
Sick pay regular multiplier (see help)	1
Sick pay accrual by Calendar/Hire date	H
Federal U/C % (.01 = 1%, .008 = .8%)	0.008
Federal U/C Maximum \$	7000
State U/C % (.01 = 1%, .008 = .8%, etc.)	0.0125
State U/C Maximum \$	30500
Federal FICA wage base limit \$	102000
EMPLOYEE FICA tax rate % (6.2% = .062)	0.042
EMPLOYER FICA tax rate % (6.2% = .062)	0.062
EMPLOYEE Medicare tax rate % (1.45% = .0145)	0.0145
EMPLOYER Medicare tax rate % (1.45% = .0145)	0.0145
Use PostNet bar code? (Y/N)	Y
TClock-Shift Limit	24
TClock-Punch IN Rounding	15
TClock-Punch OUT Rounding	15
TClock-Mgr Password	****
TClock Workweek start day	2
Service Charge Bypass (keying)	<input checked="" type="checkbox"/>
Last payroll finish time stamp	20101215@13:18:59
Next payroll ending date	20101230

