

# WITHHOLDING REVENews

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## 2011 W-2 DUE DATE IS JANUARY 31, 2012



### New 1099/W2G Reporting Information

The Kentucky Department of Revenue (DOR) is now electronically accepting Forms 1099G, 1099M, 1099R and W2G. Electronic submissions may only be made via CD and are required to be in the federal format found in Pub. 1220 Rev. Proc. 2010-26. See Kentucky DOR's website at [www.revenue.ky.gov](http://www.revenue.ky.gov) for the detailed specifications on the state defined fields. **1099 Forms are required to be submitted to Kentucky DOR only when Kentucky tax is withheld.**

## 2012 Standard Deduction

In accordance with KRS 141.081(2) (a), the Kentucky DOR adjusts the standard deduction on an annual basis. The standard deduction for 2012 is \$2,290. The online tax tables effective for pay periods ending on or after Jan. 1, 2012 may be viewed at: <http://revenue.ky.gov/wbt/>

## Website Launched to Better Serve Businesses

*Site to streamline process to register, operate a business*

On Oct. 17, 2011 the Kentucky Business One Stop, <http://onestop.ky.gov>, website was launched in an effort to better serve the business community across the Commonwealth. The new website will be particularly helpful for those starting small businesses, about 90 percent of the businesses in the state.

The Kentucky Business One Stop – <http://onestop.ky.gov> – is an interactive web portal designed to provide faster, friendlier, more reliable and cost-effective state government services to businesses.

The website, created by Senate Bill 8, features a link to the Secretary of State's office allowing citizens to register a new business online, while at the same time, providing a convenient way to communicate and interact with the Department of Revenue. A common sense guide is provided to walk businesses through all the steps needed at the state and local levels to start a business in Kentucky.

Information is also provided on the website concerning economic development incentives, employee insurance information and business counseling expertise.

"Throughout my administration, we have found numerous ways to make navigating state government much easier for Kentucky's business community. Now with the launch of the Kentucky Business One Stop, we have created yet another avenue to strengthen this relationship," Gov. Beshear said. "This website will serve as a single, unified access point for businesses to find information on planning, starting, operating or expanding a business right here in the Commonwealth. Putting all of this information in one place is a huge step in the right direction to save our businesses time and money."

Several other states have developed similar successful websites, including Michigan, Ohio, South Carolina and Virginia. Kentucky was able to work with these states during the creation of its website.

## Transmitter Report, Form 42A806

A Transmitter Report, Form 42A806, is required by Regulation 103 KAR 18:050 (6) (1) to be completed and submitted when filing CD or paper Kentucky statements (Forms W-2, 1099G, 1099R and W2G).

***A Transmitter Report is not required when there are no Kentucky statements to file or when web filing.***

## Reporting Economic Incentive Credit on W-2s

The economic incentive credit amount should be included in box 17 (Kentucky income tax) of the W-2. When filing electronically, the economic incentive credit amount should be reported in fields 287-297 of the RS Record.

## Annual Wage and Tax Statement (W-2) Reporting Method Requirements

Any employer who issues 100 or more Form W-2s annually is required by Regulation 103 KAR 18:050 to utilize an acceptable form of electronic filing. Employers with fewer than 100 Form W-2s are encouraged, but not required, to electronically file.



## Methods of Submitting Wage and Tax Statements to DOR

In accordance with KRS 141.335 (2), Employee Wage and Tax Statements are required to be submitted in the form prescribed by Kentucky DOR regulation.

Regulation 103 KAR 18:050(6)(b) indicates that the Kentucky DOR will accept methods that can be supported by the Department's equipment.

The methods listed below are acceptable and listed in order of preference:

1. Web filing:  
<https://kyegxzeus01.ky.gov/w2ftp/wfLogon.aspx>;
2. CD; and
3. Paper (for employers with fewer than 100 Form W-2s).

**EFW2 IS THE ONLY ACCEPTABLE FILE LAYOUT FOR WEB FILING AND CD SUBMISSIONS. FOR SPECIFICATIONS REFER TO**

<http://revenue.ky.gov/business/whtax.htm>

**Retain a copy of the electronic file. DOR will not accept computer listings or hard copies of the W-2 forms when backup copies are needed.**

**Do not send computer listings or hard copies to DOR when web filing or when making a submission on CD.**

### Web Filing

Web filing is the Kentucky DOR's preferred method to report employees' annual wage and tax information. Web filing is a secure website that streamlines processing of the wage and tax information and offers an easy and secure way to meet the filing requirements.

A Kentucky DOR assigned Personal Identification Number (PIN) and the Federal Employer Identification Number (FEIN) of the company is required for a secure log on to the website.

Apply for a PIN by completing Form 42A808 (Authorization to Submit Employees Annual Wage Statements via DOR website). To download Form 42A808 visit Kentucky DOR's Web site at:

<http://revenue.ky.gov/forms/curnwhfrms.htm>

This PIN does not expire. If a PIN was previously assigned for FTP or web filing purposes, the PIN is still valid as long as the FEIN of the business has not changed.

**\*\*Electronic Forms 1099 and W2G cannot be filed via Kentucky DOR's website\*\***

## Frequently Asked Questions

**Q. Do I need to file a Transmitter Report if I don't have any W-2s to submit?**

A. No, the Transmitter Report, Form 42A806, does not need to be filed if there are no W-2 forms to file.

**Q. What do I do if I do not receive a K-1 or K-3 return?**

A. If a return is not received 10 days before the due date, contact the DOR Withholding Tax Branch immediately at (502) 564-7287, so a replacement return can be issued. Each return is preprinted and contains coded data for processing purposes.

**Q. Can the year-end return, Form K-3, and W-2 submission be mailed to the same address?**

A. No, mail each form separately. **The K-3 should be mailed to the address listed on the return:** Kentucky Department of Revenue, Frankfort, KY 40620-0004. **The CD or paper W-2 submission should be mailed to the address on Form 42A806:** Kentucky Department of Revenue, W-2 Processing, 501 High Street, Station 57, Frankfort, KY 40601.

**Q. Can I electronically submit my 1099s to Kentucky DOR?**

A. Yes, the Kentucky DOR is now accepting electronic submissions of Forms 1099G, 1099M, 1099R and W2G. However, these forms may only be uploaded and submitted to Kentucky DOR on a CD in the federal file format found in Pub. 1220 Rev. Proc. 2010-26.

**Q. Can K-1 and K-3 Withholding Tax Returns be filed online?**

A. No, the Kentucky DOR does not offer online filing of K-1 and K-3 returns at this time.

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[www.revenue.ky.gov](http://www.revenue.ky.gov)

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