



Data Tec, Inc., P.O. Box 31576, Des Peres, MO 63131
Voice (636) 256-7401 Fax (636) 230-6801

***EasyPayroll* Second Update Jan. 2012**

TAX TABLES for 2012 were just Updated

Jan. 13, 2012

Dear Doctor & Staff,

You must do this update again even if you have done it once this year already. Plus notice on the second page after Feb. 29th you may have to do another manual Update to the employee records.

As you know we have provided tax tables and program updates for EasyPayroll for multiple years for **Free**. We **will not** be updating tax tables or supporting **EasyPayroll software after 2012**.

We highly recommend that you switch to another software solution ASAP. The software we just switched to is called "**Payroll Mate**" from www.realtaxtools.com for just \$99.

Update Steps

__ **1. Back up** your EasyPayroll data. It is the **C:\EZWPAYROLL\DATA** folder

__ **2. Restart your computer**, turn it completely off and back on **(this is a must)!**

(Do Not Start the Payroll Program)

__ **1. Download the update directly from:** www.ezdent.com/updates/Pay2012A.exe

An alternative method is to go to our home page, www.ezdent.com. Then select the top option "Support", then "Downloads", and on the "Downloads" Page select the "**EasyPayroll Updates for Jan 2012 (including Tax Tables)**" link.

__ **2. Run the downloaded "Pay2012A.exe" file** on the computer where EasyPayroll is installed. Click the "**Unzip**" button, after the Unzip is complete exit the Unzip Window. There is **no password** required.

Sincerely,

Hal Goodall

EasyPayroll Update Jan. 2012

Employee Record Updates

Jan. 13, 2012

Start your EasyPayroll software. You will need to update **each employee** record for the New Year potentially **Twice**.

Steps:

- 1) - Remember to **print out all W2 information for 2011** (Print W2 Report on Menu)
- 2) - Select the EasyPayroll menu "**Employee Record**" option, bring up an employee. **Then for Each Employee**, from their Employee Record screen:

From **Jan. 1st** thru **February 29th**.

FICA OASDI: Percent to **4.2%** and the Max Year value to **4624.20**

After **February 29th (Depending on what Congress Does)**

Check website **www.irs.gov/pub15** for the latest.

FICA OASDI: Percent to **6.2%** and the Max Year value to **6826.20**

Below is a quote from the latest Circular E for payroll Taxes.



At the time this publication was prepared for release, the rate for the employee's share of social security tax was 4.2% and scheduled to increase to 6.2% for wages paid after February 29, 2012. However, Congress was discussing an extension of the 4.2% employee tax rate for social security beyond February 29, 2012. Check for updates at www.irs.gov/pub15.