

MAS 90 and MAS 200 – 2003 Year-End FAQs

Payroll Tax Table Update, Magnetic Media, Accounts Payable

Frequently Asked Questions

When will the year-end Tax Table Update (TTU) for MAS 90 and MAS 200 be shipped to Best Software business partners?

The Q1 2004 Tax Table Update disk, frequently referred to as the year end TTU, is scheduled to begin shipping to channel partners on December 17, 2003.

When will the year-end Tax Table Update (TTU) for MAS 90 and MAS 200 be shipped to customers who own the Payroll module and a current Subscription Plan?

Best Software plans to begin shipping the Q1 2004 Tax Table Update disk to MAS 90 and MAS 200 customers with current Subscription Plans between December 18 and December 24, or until all packages have been shipped. They will be shipped via USPS Priority Mail, which normally takes two or three days for delivery.

When will the year-end Tax Table Update (TTU) for MAS 90 and MAS 200 be shipped to BSAN members?

Best Software plans to begin shipping the Q1 2004 Tax Table Update disk to our Best Software Accountants Network (BSAN) members at the same time as the customer TTU shipment (see above).

How can I obtain the TTU if I do not own a current Subscription Plan?

You must be either a Best Software channel partner with a current channel partner agreement, a BSAN member with a current membership agreement, or a customer with a current Subscription Plan to receive the TTU. If your plan or agreement has expired, please contact our sales department at 800-854-3415 for channel partner renewals, 866-565-2726 for BSAN enrollment, or 888-924-8989 for customer renewals.

What if there are tax rate changes announced after you send me the year-end TTU? How can I find out about them and update my tax tables?

While Best Software makes every effort to incorporate all announced Federal and state tax table changes into the TTU prior to publication, occasionally government agencies make late-breaking changes after our publication cutoff, which is December 10, 2003. As a result, our Customer Support Services department will post updates to the TTU on the Best Online Support and Services (BOSS) Web site each week, starting December 29 and continuing throughout the month of January 2004. If any changes are announced after that date, they will be posted to BOSS as necessary.

What versions of the MAS 90 and MAS 200 Payroll module can use the Q1 2004 Tax Table Update?

You can install the Q1 2004 TTU with MAS 90 versions 3.61, 3.70 and 3.71.

Note: You must print W2s, process your Magnetic Media file (if applicable) and perform quarter and year-end processing for Payroll prior to installing the Q1 2004 TTU.

I am required to file W-2s for my employees via Magnetic Media. What changes do I need to know about?

Last year, W2 Magnetic Media Reporting was updated in MAS 90 and MAS 200 version 3.71 to comply with the Social Security Administration's 2002 MMREF-1 format for Federal Reporting. Due to these federally mandated requirements, you must create your W2 file using version 3.71 for Magnetic Media. There is no change to the W2 magnetic filing requirements from last year, so software changes are not necessary. *As announced last year, version 3.71 Magnetic Media can be used with Payroll versions 3.61, 3.70 and 3.71.*

What changes are required this year for companies who must print 1099 forms?

The only change to 1099 reporting this year is to the **1099-DIV** form. This form layout was changed, as was some of the information required in each box. To print the revised 2003 1099-DIV form, you must download the Accounts Payable Interim Release Disk (IRD) found on BOSS. This IRD will be available after December 15, 2003.

Important Note: The majority of MAS 90 customers use the 1099-MISC form, which has not changed for 2003 filings. The 1099-INT form also remains unchanged. Only customers required to file 1099-DIV forms must download and install the IRD, *all others do not.*

I am required to file vendor 1099's via Magnetic Media. What changes do I need to know about?

1099 Magnetic Media Reporting in MAS 90 and MAS 200 3.71 was updated to comply with Internal Revenue Service 2003 Publication 1220. Due to last year's federally mandated changes, all companies using Magnetic Media Reporting for 1099 filings must use version 3.71 for creating their Magnetic Media files for 2003. Version 3.71 Magnetic Media can be used with Version 3.61, 3.70 and 3.71 Accounts Payable.

Important note for customers who must file 1099-DIV forms via Magnetic Media: *Federal changes were made to the 1099-DIV form for 2003 filings. The changes have been incorporated into an Interim Release Disk (IRD) for Accounts Payable and an IRD for Magnetic Media Reporting. These two IRDs may be downloaded from BOSS after December 15, 2003. The IRDs are only required if you must file 1099-DIV forms, all other 1099 reporting does not require the IRDs.*

Where can I find information on how to do year-end processing for any of my MAS 90 or MAS 200 modules?

Year-end processing information, including checklists and the order in which to close modules, can be found on BOSS. After logging into BOSS at the following URL, select Support, Customer Support Center, MAS 90 and MAS 200, and scroll down to find the Year-End Processing Procedures section: <http://shop.bestsoftwareinc.com/BOSS/Welcome/ISlogin.asp>

Where can I purchase W2 and 1099 forms that are 100% compatible with my MAS 90 or MAS 200 software?

The Best Software Tax Forms Division provides approved 2003 IRS forms that are the only ones guaranteed to be 100% compatible with MAS 90 and MAS 200. Call 800-538-5514 to order forms or obtain a current forms catalog.