

2020 Important Payroll Filing Dates and Information

SPECIAL NOTE: All employers must use electronic funds transfer (EFT) to make their deposits. Generally, electronic fund transfers are made using the Electronic Federal Tax Payment System (EFTPS), which is a free service provided by the Department of Treasury. An employer that does not want to use EFTPS can arrange for a tax professional, financial institution, payroll service, or other trusted third party to make electronic deposits on the employer's behalf.

DEPOSIT RULES: Under IRS deposit rules, employers are either classified as a MONTHLY or SEMI-WEEKLY depositor. Employers determine their deposit status based upon the aggregate amount of employment taxes paid during the "lookback period," a twelve-month period beginning July 1 of the second preceding year and ending June 30 of the prior year. For 2020, the "lookback period" is July 1, 2018, through June 30, 2019.

SEMI-WEEKLY DEPOSIT RULE: The total tax reported on Forms 941 during the "lookback period" is more than \$50,000. Employers must deposit on Wednesday and/or Friday, depending on what day of the week they make payments. Employers with payment days that fall on Wednesday, Thursday, and/or Friday must deposit the accumulated taxes on or before the following Wednesday. Employers with payment days that fall on Saturday, Sunday, Monday, and/or Tuesday must deposit the accumulated taxes on or before the following Friday. Employers will always have three (3) business days after the end of a semi-weekly period to make a deposit. If any of the three weekdays after the end of a semi-weekly period is a legal holiday, employers will have one additional business day to deposit.

MONTHLY DEPOSIT RULE: The total tax reported on Forms 941 during the "lookback period" is \$50,000 or less. Employers must deposit employment taxes and taxes withheld on payments made during a calendar month by the 15th day of the following month. Employers that accumulate \$100,000 or more on any day (see \$100,000 one-day deposit rule) immediately switch from a monthly depositor to a semi-weekly depositor for at least the remainder of the calendar year and for the following calendar year.

\$100,000 ONE-DAY DEPOSIT RULE: Employers subject to the semi-weekly or monthly deposit requirements that accumulate \$100,000 or more of employment taxes and taxes withheld during a deposit period must deposit those taxes by the close of the next business day following the day on which the amount was accumulated.

DEPOSITS ON BUSINESS DAYS ONLY: For MONTHLY and ONE-DAY depositors, if a deposit is required to be made on a day that is not a business day, the deposit is considered to be timely if it is made by the close of the next business day.

\$2500 EXCEPTION DEPOSIT RULE: The threshold for the deposit requirement is \$2,500. If employers accumulate less than a \$2,500 tax liability during a current quarter, no deposits are required. The employer may pay the tax liability with a TIMELY tax return for the quarter.

SATURDAY, SUNDAY OR LEGAL HOLIDAY: If any due date falls on a Saturday, Sunday, or legal holiday, payments are due on the next business day. When a day set apart as a legal holiday, other than the day of inauguration of the President falls on a Saturday, the next preceding day is observed as the holiday. When a day set apart as a legal holiday falls on a Sunday, the next succeeding day is observed as the holiday. Legal holidays are the legal holidays in the District of Columbia as found in the D.C. Code Ann. §28-701. (State legal holidays are no longer considered legal holidays unless they coincide with a legal holiday in the District of Columbia.) Legal federal holidays for 2020 are January 1 (New Year's Day), January 20 (Birthday of Martin Luther King, Jr.), February 17 (Washington's Birthday), April 16 (District of Columbia Emancipation Day), May 25 (Memorial Day), July 3 (Independence Day observed), September 7 (Labor Day), October 12 (Columbus Day), November 11 (Veterans' Day), November 26 (Thanksgiving Day), and December 25 (Christmas Day).

SEMI-WEEKLY DEPOSITS: The semi-weekly deposit dates for 2020 are:

January	8, 10, 15, 17, 23, 24, 29, 31
February	5, 7, 12, 14, 20, 21, 26, 28
March	4, 6, 11, 13, 18, 20, 25, 27
April	1, 3, 8, 10, 15, 20, 22, 24, 29
May	1, 6, 8, 13, 15, 20, 22, 28, 29
June	3, 5, 10, 12, 17, 19, 24, 26
July	1, 6, 8, 10, 15, 17, 22, 24, 29, 31
August	5, 7, 12, 14, 19, 21, 26, 28
September	2, 4, 10, 11, 16, 18, 23, 25, 30
October	2, 7, 9, 15, 16, 21, 23, 28, 30
November	4, 6, 16, 18, 20, 25, 30
December	2, 4, 9, 11, 16, 18, 23, 28, 30

MONTHLY DEPOSITS FOR 2020:

January 15	May 15	September 15
February 18	June 15	October 15
March 16	July 15	November 16
April 15	August 17	December 15

SHORTFALL SAFE HARBOR: An employer's deposit will be considered timely if the amount deposited is less than the liability incurred during the deposit period and the shortfall does not exceed the greater of (1) \$100, or (2) 2% of the amount of the deposit period's liability. Monthly depositors must deposit or pay the shortfall amount by the due date of Form 941. Semi-weekly depositors must deposit the shortfall by the earlier of the due date of Form 941 or the first Wednesday or Friday on or after the 15th of the month after the month in which the original deposit was due.

2020 Daily Payroll Compliance Dates and Information

JANUARY

- 2 Deposit social security, Medicare, and withheld income tax for payments on December 25, 26, and 27, 2019 if semi-weekly depositor.
- 6 Deposit social security, Medicare, and withheld income tax for payments on December 28, 29, 30, and 31, 2019 if semi-weekly depositor.
- 8 Deposit social security, Medicare, and withheld income tax for payments on January 1, 2, and 3 if semi-weekly depositor.
- 10 Deposit social security, Medicare, and withheld income tax for payments on January 4, 5, 6, and 7 if semi-weekly depositor.
- 15 Deposit social security, Medicare, and withheld income tax for payments on January 8, 9, and 10 if semi-weekly depositor.
- Deposit social security, Medicare, and withheld income tax for payments in December 2019 if monthly depositor.
- For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in December 2019.
- Shortfall deposits by semi-weekly depositors for deposits made December 2 to 31, 2019.
- 17 Deposit social security, Medicare, and withheld income tax for payments on January 11, 12, 13, and 14 if semi-weekly depositor.
- 23 Deposit social security, Medicare, and withheld income tax for payments on January 15, 16, and 17.
- 24 Deposit social security, Medicare, and withheld income tax for payments on January 18, 19, 20, and 21 if semi-weekly depositor.
- 29 Deposit social security, Medicare, and withheld income tax for payments on January 22, 23, and 24 if semi-weekly depositor.
- 31 Deposit social security, Medicare, and withheld income tax for payments on January 25, 26, 27, and 28 if semi-weekly depositor.
- Last day to furnish Form W-2, *Wage and Tax Statement*, to employees to report wages, allocated tips, and amounts withheld from wages in 2019. If an employee agreed to receive Form W-2 electronically, have it posted on a website and notify the employee of the posting. (Retired employees should be given Form 1099-R).
- Last day to mail or electronically file Copy A of Form(s) W-2 and W-3 with the SSA.
- File Form 1099-MISC with the IRS by January 31 when reporting nonemployee compensation payments in Box 7. Otherwise, file Form 1099-MISC by February 28 if filing on paper, or by March 31, 2020, if filing electronically.
- If you either paid reportable gambling winnings or withheld income tax from gambling winnings you paid in 2019, give the winners Form W-2G.
- Last quarterly return (Form 941) must be filed by employers to report social security, Medicare, and withheld income tax for the fourth quarter of 2019. Deposit or pay any undeposited tax under the accuracy of deposit rules. If the tax liability is less than \$2,500, it can be paid in full with a timely filed return. (Employers that deposited the tax for the quarter in full and on time have until February 10 to file Form 941.)
- File Form 945 to report income tax withheld for 2019 on all nonpayroll items, including backup withholding and withholding for pensions, annuities, and gambling winnings. Deposit or pay any undeposited tax under the accuracy of deposit rules. If the tax liability is less than \$2,500, it can be paid in full with a timely filed return. (Employers that deposited the tax for the year in full and on time have until February 10 to file Form 945.)
- Certain small employers must file Form 944 to report social security and Medicare taxes, and withheld income tax for 2019. Deposit or pay any undeposited tax under the accuracy of deposit rules. If the tax liability is \$2,500 or more for 2019 but less than \$2,500 for the fourth quarter, deposit any undeposited tax or pay it in full with a timely filed return. (Employers that deposited the tax for the year in full and on time have until February 10 to file Form 944.)
- Agricultural employers must file Form 943 to report social security, Medicare, and withheld income tax for 2019. Deposit or pay any undeposited tax under the accuracy of deposit rules. If the tax liability is less than \$2,500, it can be paid in full with a timely filed return. (Employers that deposited the tax for the year in full and on time have until February 10 to file Form 943.)
- Employers must file Form 940 to report annual Federal Unemployment Tax Act (FUTA) tax for 2019. If your undeposited tax is \$500 or less, you can either pay it with your return or deposit it. If it is more than \$500, you must deposit it. (Employers that deposited the tax for the year in full and on time have until February 10 to file Form 940.)
- Furnish Copy B of Form 3921 to an employee where there has been a transfer of stock to the employee pursuant to the employee's exercise of an incentive stock option in 2019.

Furnish Copy B of Form 3922 to an employee where there has been a first transfer of stock to the employee in 2019 acquired through an employee stock purchase plan.

An Applicable Large Employer is usually required to provide Form 1095-C, *Employer-Provided Health Insurance Offer and Coverage*, to full-time employees by January 31. All other providers of minimum essential coverage are usually required to provide Form 1095-B, *Health Coverage*, to responsible individuals by January 31. Notice 2019-63 extended the due date for furnishing Form 1095-C to employees to March 2, 2020. Notice 2019-63 also extended the due date for furnishing Form 1095-B to individuals to March 2, 2020. Despite the extension provided in Notice 2019-63, the IRS encourages employers and other coverage providers to furnish the 2019 statements as soon as they are able. The due dates for filing Forms 1094-B, 1095-B, 1094-C, and 1095-C, with the IRS remains at February 28, 2020, if not filing electronically, or March 31, 2020, if filing electronically.

Shortfall deposits by semi-weekly depositors for deposits made January 2 to 6 for 2019 liabilities.

Shortfall deposits or payments by monthly depositors for deposits made November 15, 2019, December 16, 2019, and January 15, 2020.

FEBRUARY

- 5 Deposit social security, Medicare, and withheld income tax for payments on January 29, 30, and 31 if semi-weekly depositor.
- 7 Deposit social security, Medicare, and withheld income tax for payments on February 1, 2, 3, and 4 if semi-weekly depositor.
- 10 File Form 941 to report social security, Medicare, and withheld income tax for the fourth quarter of 2019. Only for employers that deposited the tax for the quarter in full and on time.

File Form 945 to report income tax withheld on nonpayroll items for 2019. Only for businesses that deposited the tax for the year in full and on time.

File Form 944 (applies to certain small employers) to report social security, Medicare, and withheld income tax for 2019. Only for employers that deposited the tax for the year in full and on time.

Agricultural employers file Form 943 to report social security, Medicare, and withheld income tax for 2019. Only for employers that deposited the tax for the year in full and on time.

File Form 940 for 2019. Only for employers that deposited the tax for the year in full and on time.

- 12 Deposit social security, Medicare, and withheld income tax for payments on February 5, 6, and 7 if semi-weekly depositor.
- 14 Deposit social security, Medicare, and withheld income tax for payments on February 8, 9, 10, and 11 if semi-weekly depositor.
- 18 Deposit social security, Medicare, and withheld income tax for payments in January if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in January.

All employees who claimed exemption from income tax withholding in 2019 must submit a new Form W-4 to continue to claim the exemption from income tax withholding in 2020.

Give annual information statements on Forms 1099 to recipients of certain payments that were made during 2019. This due date applies only to the following types of payments: Payments reported on Form 1099-B, *Proceeds From Broker and Barter Exchange Transactions*; Form 1099-S, *Proceeds From Real Estate Transactions*; and substitute payments reported in Box 8 or gross proceeds paid to an attorney reported in Box 14 of Form 1099-MISC, *Miscellaneous Income*. These forms can be issued electronically with the consent of the recipient.

- 19 Shortfall deposits by semi-weekly depositors for 2020 deposits made January 3 to 31.
- 20 Deposit social security, Medicare, and withheld income tax for payments on February 12, 13, and 14 if semi-weekly depositor.
- 21 Deposit social security, Medicare, and withheld income tax for payments on February 15, 16, 17, and 18 if semi-weekly depositor.
- 26 Deposit social security, Medicare, and withheld income tax for payments on February 19, 20, and 21 if semi-weekly depositor.
- 28 Deposit social security, Medicare, and withheld income tax for payments on February 22, 23, 24, and 25 if semi-weekly depositor.

Payers of gambling winnings must file Copy A of Forms W-2G issued for 2019, together with transmittal Form 1096 for paper filings with the IRS. If Forms W-2G are filed electronically, the due date for filing them with the IRS is March 31. (The due date for giving the recipient Forms W-2G was January 31.)

File information returns (for example, certain Forms 1099) for certain payments you made during 2019. However, Forms 1099-MISC reporting nonemployee compensation must be filed with the IRS by January 31. There are different forms for different types of payments, so use a separate Form 1096 to summarize and transmit the forms for each type of payment. If Forms 1099-MISC, other than those reporting nonemployee compensation, are filed electronically, the due date for filing them with the IRS is March 31.

File Copy A of Form 3921 issued for 2019, together with transmittal Form 1096 for paper filings. If you file electronically, the due date is March 31.

File Copy A of Form 3922 issued for 2019, together with transmittal Form 1096 for paper filings. If you file electronically, the due date is March 31.

If you're an Applicable Large Employer, file paper Forms 1094-C, *Transmittal of Employer-Provided Health Insurance Offer and Coverage Information Returns*, and 1095-C, *Employer-Provided Health Insurance Offer and Coverage*, with the IRS. For all other providers of minimum essential coverage, file paper Forms 1094-B, *Transmittal of Health Coverage Information Returns*, and 1095-B, *Health Coverage*, with the IRS. If filing any of these forms with the IRS electronically, the due date for filing them is extended to March 31. See the Instructions for Forms 1094-B and 1095-B and the Instructions for Forms 1094-C and 1095-C for more information about the information reporting requirements.

MARCH

- 2 Last date for Applicable Large Employers to provide Form 1095-C, *Employer-Provided Health Insurance Offer and Coverage*, to full-time employees. Last date for all other providers of minimum essential coverage to provide Form 1095-B, *Health Coverage*, to responsible individuals.

Large food and beverage establishments must file the annual report of allocated tips on Form 8027, *Employer's Annual Information Return of Tip Income and Allocated Tips*. Form 8027-T, *Transmittal of Employer's Annual Information Return of Tip Income and Allocated Tips*, is to be filed to summarize and transmit Forms 8027 where allocated tips are being reported for more than one establishment. If Forms 8027 are filed electronically, the due date for filing them with the IRS is March 31.

- 4 Deposit social security, Medicare, and withheld income tax for payments on February 26, 27, and 28 if semi-weekly depositor.

- 6 Deposit social security, Medicare, and withheld income tax for payments on February 29 and March 1, 2, and 3 if semi-weekly depositor.

- 11 Deposit social security, Medicare, and withheld income tax for payments on March 4, 5, and 6 if semi-weekly depositor.

- 13 Deposit social security, Medicare, and withheld income tax for payments on March 7, 8, 9, and 10 if semi-weekly depositor.

- 16 Deposit social security, Medicare, and withheld income tax for payments in February if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in February.

- 18 Deposit social security, Medicare, and withheld income tax for payments on March 11, 12, and 13 if semi-weekly depositor.

Shortfall deposits by semi-weekly depositors for deposits made February 3 to 28.

- 20 Deposit social security, Medicare, and withheld income tax for payments on March 14, 15, 16, and 17 if semi-weekly depositor.

- 25 Deposit social security, Medicare, and withheld income tax for payments on March 18, 19, and 20 if semi-weekly depositor.

- 27 Deposit social security, Medicare, and withheld income tax for payments on March 21, 22, 23, and 24 if semi-weekly depositor.

- 31 File Forms W-2G for 2019. This due date only applies if you file electronically.

File Forms 8027 for 2019. This due date applies only if you file electronically.

File Copy A Forms 3921 for 2019. This due date applies only if you file electronically.

File Copy A Forms 3922 for 2019. This due date applies only if you file electronically.

File Forms 1099-MISC, other than those reporting nonemployee compensation. This due date applies only if you file electronically.

Applicable Large Employers file Forms 1094-C and 1095-C electronically with the IRS. All other providers of minimum essential coverage file electronic Forms 1094-B and 1095-B with the IRS.

APRIL

- 1 Deposit social security, Medicare, and withheld income tax for payments on March 25, 26, and 27 if semi-weekly depositor.

- 3 Deposit social security, Medicare, and withheld income tax for payments on March 28, 29, 30, and 31 if semi-weekly depositor.

- 8 Deposit social security, Medicare, and withheld income tax for payments on April 1, 2, and 3 if semi-weekly depositor.

- 10 Deposit social security, Medicare, and withheld income tax for payments on April 4, 5, 6, and 7 if semi-weekly depositor.

15 Deposit social security, Medicare, and withheld income tax for payments on April 8, 9, and 10 if semi-weekly depositor.

Deposit social security, Medicare, and withheld income tax for payments in March if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in March.

Shortfall deposits by semi-weekly depositors for deposits made March 2 to 31.

20 Deposit social security, Medicare, and withheld income tax for payments on April 11, 12, 13, and 14 if semi-weekly depositor.

22 Deposit social security, Medicare, and withheld income tax for payments on April 15, 16, and 17 if semi-weekly depositor.

24 Deposit social security, Medicare, and withheld income tax for payments on April 18, 19, 20, and 21 if semi-weekly depositor.

29 Deposit social security, Medicare, and withheld income tax for payments on April 22, 23, and 24 if semi-weekly depositor.

30 Employers must file quarterly tax returns (Form 941) for the first quarter of 2020. Deposit or pay any undeposited tax under the accuracy of deposit rules. If the tax liability is less than \$2,500, it can be paid in full with a timely filed return. (Employers that have deposited all of the tax when due have until May 11 to file.)

Deposit FUTA tax owed through March if more than \$500.

Shortfall deposits by semi-weekly depositors for deposits made April 1 to 3 for March liabilities.

Shortfall deposits or payments by monthly depositors for deposits made February 18, March 16, and April 15.

MAY

1 Deposit social security, Medicare, and withheld income tax for payments on April 25, 26, 27, and 28 if semi-weekly depositor.

6 Deposit social security, Medicare, and withheld income tax for payments on April 29 and 30, and May 1 if semi-weekly depositor.

8 Deposit social security, Medicare, and withheld income tax for payments on May 2, 3, 4, 5 if semi-weekly depositor.

11 File Form 941 to report social security, Medicare, and withheld income tax for the first quarter of 2020. Only for employers that deposited the tax in full and when due.

13 Deposit social security, Medicare, and withheld income tax for payments on May 6, 7, and 8 if semi-weekly depositor.

15 Deposit social security, Medicare, and withheld income tax for payments on May 9, 10, 11, and 12 if semi-weekly depositor.

Deposit social security, Medicare, and withheld income tax for payments in April if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in April.

Shortfall deposits by semi-weekly depositors for deposits made April 2 to 30 for April liabilities.

20 Deposit social security, Medicare, and withheld income tax for payments on May 13, 14, and 15 if semi-weekly depositor.

22 Deposit social security, Medicare, and withheld income tax for payments on May 16, 17, 18, and 19 if semi-weekly depositor.

28 Deposit social security, Medicare, and withheld income tax for payments on May 20, 21, and 22 if semi-weekly depositor.

29 Deposit social security, Medicare, and withheld income tax for payments on May 23, 24, 25, and 26 if semi-weekly depositor.

JUNE

3 Deposit social security, Medicare, and withheld income tax for payments on May 27, 28, and 29 if semi-weekly depositor.

5 Deposit social security, Medicare, and withheld income tax for payments on May 30 and 31, and June 1 and 2 if semi-weekly depositor.

10 Deposit social security, Medicare, and withheld income tax for payments on June 3, 4, and 5 if semi-weekly depositor.

12 Deposit social security, Medicare, and withheld income tax for payments on June 6, 7, 8, and 9 if semi-weekly depositor.

15 Deposit social security, Medicare, and withheld income tax for payments in May if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in May.

17 Deposit social security, Medicare, and withheld income tax for payments on June 10, 11, and 12 if semi-weekly depositor.

Shortfall deposits by semi-weekly depositors for deposits made May 1 to 29.

19 Deposit social security, Medicare, and withheld income tax for payments on June 13, 14, 15, and 16 if semi-weekly depositor.

24 Deposit social security, Medicare, and withheld income tax for payments on June 17, 18, and 19 if semi-weekly depositor.

26 Deposit social security, Medicare, and withheld income tax for payments on June 20, 21, 22, and 23 if semi-weekly depositor.

JULY

1 Deposit social security, Medicare, and withheld income tax for payments on June 24, 25, and 26 if semi-weekly depositor.

6 Deposit social security, Medicare, and withheld income tax for payments on June 27, 28, 29, and 30 if semi-weekly depositor.

8 Deposit social security, Medicare, and withheld income tax for payments on July 1, 2, and 3 if semi-weekly depositor.

10 Deposit social security, Medicare, and withheld income tax for payments on July 4, 5, 6, and 7 if semi-weekly depositor.

15 Deposit social security, Medicare, and withheld income tax for payments on July 8, 9, and 10 if semi-weekly depositor.

Deposit social security, Medicare, and withheld income tax for payments in June if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in June.

Shortfall deposits by semi-weekly depositors for deposits made June 1 to 30.

17 Deposit social security, Medicare, and withheld income tax for payments on July 11, 12, 13, and 14 if semi-weekly depositor.

22 Deposit social security, Medicare, and withheld income tax for payments on July 15, 16, and 17 if semi-weekly depositor.

24 Deposit social security, Medicare, and withheld income tax for payments on July 18, 19, 20, and 21 if semi-weekly depositor.

29 Deposit social security, Medicare, and withheld income tax for payments on July 22, 23, and 24 if semi-weekly depositor.

31 Deposit social security, Medicare, and withheld income tax for payments on July 25, 26, 27 and 28 if semi-weekly depositor.

Employers must file quarterly tax returns (Form 941) for the second quarter of 2020. Deposit or pay any undeposited tax under the accuracy of deposit rules. If the tax liability is less than \$2,500, it can be paid in full with a timely filed return. (Employers that have deposited all of the tax when due have until August 10 to file.)

If you maintain an employee benefit plan, such as a pension, profit-sharing, or stock bonus plan, file Form 5500 or 5500-EZ for calendar year 2019. If you use a fiscal year as your plan year, file the form by the last day of the seventh month after the plan year ends.

Deposit FUTA tax owed through June if more than \$500.

Certain small employers must deposit any undeposited tax if the employer's tax liability is \$2,500 or more for 2020 but less than \$2,500 for the second quarter.

Shortfall deposits by semi-weekly depositors for deposits made July 1 to 6 for June liabilities.

Shortfall deposits or payments by monthly depositors for deposits made May 15, June 15, and July 15.

AUGUST

5 Deposit social security, Medicare, and withheld income tax for payments on August 29, 30, and 31 if semi-weekly depositor.

7 Deposit social security, Medicare, and withheld income tax for payments on August 1, 2, 3, and 4 if semi-weekly depositor.

10 File Form 941 to report social security, Medicare, and withheld income tax for the second quarter of 2020. Only for employers that deposited the tax in full and when due.

12 Deposit social security, Medicare, and withheld income tax for payments on August 5, 6, and 7 if semi-weekly depositor.

14 Deposit social security, Medicare, and withheld income tax for payments on August 8, 9, 10, and 11 if semi-weekly depositor.

17 Deposit social security, Medicare, and withheld income tax for payments in July if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in July.

19 Deposit social security, Medicare, and withheld income tax for payments on August 12, 13, and 14 if semi-weekly depositor.

Shortfall deposits by semi-weekly depositors for deposits made July 2 to 31 for July liabilities.

21 Deposit social security, Medicare, and withheld income tax for payments on August 15, 16, 17, and 18 if semi-weekly depositor.

26 Deposit social security, Medicare, and withheld income tax for payments on August 19, 20, and 21 if semi-weekly depositor.

28 Deposit social security, Medicare, and withheld income tax for payments on August 22, 23, 24, and 25 if semi-weekly depositor.

SEPTEMBER

2 Deposit social security, Medicare, and withheld income tax for payments on August 26, 27, and 28 if semi-weekly depositor.

- 4 Deposit social security, Medicare, and withheld income tax for payments on August 29, 30 and 31, and September 1 if semi-weekly depositor.
- 10 Deposit social security, Medicare, and withheld income tax for payments on September 2, 3, and 4 if semi-weekly depositor.
- 11 Deposit social security, Medicare, and withheld income tax for payments on September 5, 6, 7, and 8 if semi-weekly depositor.
- 15 Deposit social security, Medicare, and withheld income tax for payments in August if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in August.
- 16 Deposit social security, Medicare, and withheld income tax for payments on September 9, 10, and 11 if semi-weekly depositor.

Shortfall deposits by semi-weekly depositors for deposits made August 3 to 31.
- 18 Deposit social security, Medicare, and withheld income tax for payments on September 12, 13, 14, and 15 if semi-weekly depositor.
- 23 Deposit social security, Medicare, and withheld income tax for payments on September 16, 17, and 18 if semi-weekly depositor.
- 25 Deposit social security, Medicare, and withheld income tax for payments on September 19, 20, 21, and 22 if semi-weekly depositor.
- 30 Deposit social security, Medicare, and withheld income tax for payments on September 23, 24, and 25 if semi-weekly depositor.

OCTOBER

- 2 Deposit social security, Medicare, and withheld income tax for payments on September 26, 27, 28, and 29 if semi-weekly depositor.
- 7 Deposit social security, Medicare, and withheld income tax for payments on September 30, and October 1 and 2 if semi-weekly depositor.
- 9 Deposit social security, Medicare, and withheld income tax for payments on October 3, 4, 5, and 6 if semi-weekly depositor.
- 15 Deposit social security, Medicare, and withheld income tax for payments on October 7, 8, and 9 if semi-weekly depositor.

Deposit social security, Medicare, and withheld income tax for payments in September if monthly depositor.

For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in September.
- 16 Deposit social security, Medicare, and withheld income tax for payments on October 10, 11, 12, and 13 if semi-weekly depositor.

Shortfall deposits by semi-weekly depositors for deposits made September 1 to 30.
- 21 Deposit social security, Medicare, and withheld income tax for payments on October 14, 15, and 16 if semi-weekly depositor.
- 23 Deposit social security, Medicare, and withheld income tax for payments on October 17, 18, 19, and 20 if semi-weekly depositor.
- 28 Deposit social security, Medicare, and withheld income tax for payments on October 21, 22, and 23 if semi-weekly depositor.
- 30 Deposit social security, Medicare, and withheld income tax for payments on October 24, 25, 26, and 27 if semi-weekly depositor.

NOVEMBER

- DURING NOVEMBER** Encourage employees to fill out a new Form W-4 or Form W-4(SP) for 2021 if they experienced any personal or financial changes (e.g., changes to filing status, number of jobs, other income, deductions, or credits).
- 2 Employers must file quarterly tax returns (Form 941) for the third quarter of 2020. Deposit or pay any undeposited tax under the accuracy of deposit rules. If the tax liability is less than \$2,500, it can be paid in full with a timely filed return. (Employers that have deposited all of the tax when due have until November 10 to file.)

Deposit FUTA tax owed through September if more than \$500.

Certain small employers must deposit any undeposited tax if the employer's tax liability is \$2,500 or more for 2020 but less than \$2,500 for the third quarter.

Shortfall deposits by semi-weekly depositors for deposits made October 1 to 7 for September liabilities.

Shortfall deposits or payments by monthly depositors for deposits made August 17, September 15, and October 15.
 - 4 Deposit social security, Medicare, and withheld income tax for payments on October 28, 29, and 30 if semi-weekly depositor.
 - 6 Deposit social security, Medicare, and withheld income tax for payments on October 31, and November 1, 2, and 3 if semi-weekly depositor.
 - 10 File Form 941 to report social security, Medicare, and withheld income tax for the third quarter of 2020. Only for employers that deposited the tax in full and when due.
 - 12 Deposit social security, Medicare, and withheld income tax for payments on November 4, 5, and 6 if semi-weekly depositor.

- 16 Deposit social security, Medicare, and withheld income tax for payments on November 7, 8, 9, and 10 if semi-weekly depositor.
- Deposit social security, Medicare, and withheld income tax for payments in October if monthly depositor.
- For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in October.
- 15 Deposit social security, Medicare, and withheld income tax for payments in November if monthly depositor.
- For nonpayroll withholding: If the monthly deposit rule applies, deposit the tax for payments in November.
- 16 Deposit social security, Medicare, and withheld income tax for payments on December 9, 10, and 11 if semi-weekly depositor.
- 18 Deposit social security, Medicare, and withheld income tax for payments on November 11, 12, and 13 if semi-weekly depositor.
- Shortfall deposits by semi-weekly depositors for deposits made October 2 to 30 for October liabilities.
- 18 Deposit social security, Medicare, and withheld income tax for payments on December 12, 13, 14, and 15 if semi-weekly depositor.
- 20 Deposit social security, Medicare, and withheld income tax for payments on November 14, 15, 16, and 17 if semi-weekly depositor.
- 23 Deposit social security, Medicare, and withheld income tax for payments on December 16, 17, and 18 if semi-weekly depositor.
- 25 Deposit social security, Medicare, and withheld income tax for payments on November 18, 19, and 20 if semi-weekly depositor.
- 28 Deposit social security, Medicare, and withheld income tax for payments on December 19, 20, 21, and 22 if semi-weekly depositor.
- 30 Deposit social security, Medicare, and withheld income tax for payments on November 21, 22, 23, and 24 if semi-weekly depositor.
- 30 Deposit social security, Medicare, and withheld income tax for payments on December 23, 24, and 25 if semi-weekly depositor.

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- 2 Deposit social security, Medicare, and withheld income tax for payments on November 25, 26, and 27 if semi-weekly depositor.
- 4 Deposit social security, Medicare, and withheld income tax for payments on November 28, 29, and 30, and December 1 if semi-weekly depositor.
- 9 Deposit social security, Medicare, and withheld income tax for payments on December 2, 3, and 4 if semi-weekly depositor.
- 11 Deposit social security, Medicare, and withheld income tax for payments on December 5, 6, 7, and 8 if semi-weekly depositor.