

PAYROLL EXPENSE TAX RETURN

Reporting Template

EMPLOYER NAME

MAILING ADDRESS

CITY, STATE, ZIP

FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN)

TAX PERIOD (EG, Q1 YYYY)

DUE DATE

1. TAXABLE WAGES CALCULATION

LINE ITEM DESCRIPTION	AMOUNT
1. Total Gross Payroll / Wages Paid this Period	
2. Less: Exempt Wages (authorized deductions/exclusions)	
3. Net Subject Payroll Expense (Line 1 minus Line 2)	

2. TAX COMPUTATION

LINE ITEM DESCRIPTION	CALCULATION / AMOUNT
4. Tax Rate Applicable	
5. Gross Tax Due (Line 3 multiplied by Line 4)	
6. Less: Credits or Prior Overpayments	
7. Penalty (for late filing/payment, if applicable)	
8. Interest (for late payment, if applicable)	
9. Total Amount Due / Net Tax Payable (Line 5 minus Line 6, plus Lines 7 and 8)	

3. DECLARATION AND SIGNATURE

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

AUTHORIZED SIGNATURE

TITLE

DATE

PAID PREPARERS SIGNATURE

PREPARERS PTIN / ID

DATE