

Corporation Owners,

The due date for filing your corporation's 2016 W-2s and 1099s, with the SSA and IRS has been moved up two months to **JANUARY 31, 2017**.

Employee compensation totals and reported nonemployee compensation totals, which includes the income paid to any independent contractors, **MUST BE RECEIVED** at our office by **January 6, 2017**. This allows our staff to prepare, complete and mail your corporation's W-2s and 1099s by January 23<sup>rd</sup>. This way any corrections that employers or employees find can be corrected before the January 31<sup>st</sup> deadline. If our office **DOES NOT** receive your corporation's information by January 6<sup>th</sup>, an additional **\$50 Rush fee** will be applied and our office will **NOT guarantee corrections by January 31, 2017**.

Any changes, corrections or additional W-2s or 1099s filed after the January 31<sup>st</sup> deadline will result in a **\$100 fine per W-2/1099 TO your corporation from the SSA or IRS.**



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