

2017 Payroll Tax Table Update Instructions

(Effective December 29, 2016)

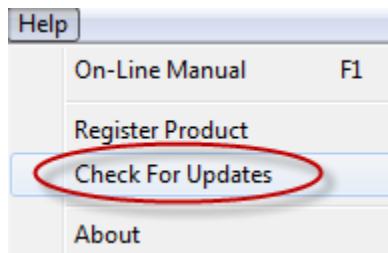
READ THIS FIRST!

These are the initial **Federal and State Tax Table** changes for **2017** that have been released through **12/29/2016**. Additional updates will follow as more states continue to release their information.

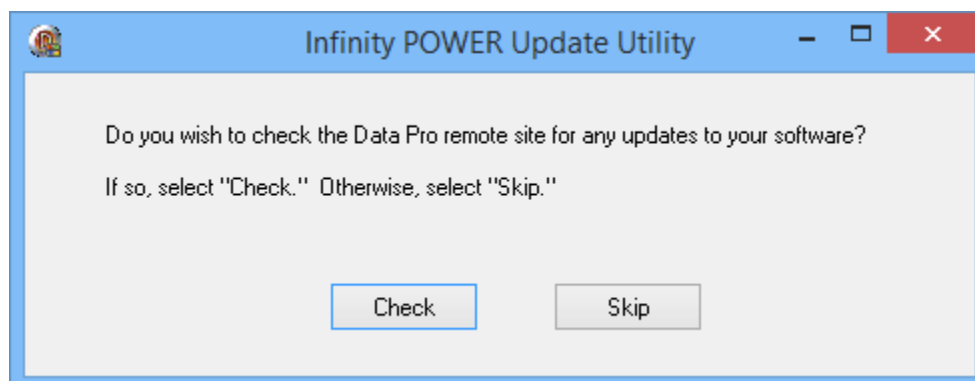
You can utilize the automatic download feature found within the **DP/Update** functionality within the **Infinity POWER Windows Graphical** products (**DPWIN**), however, you **MUST** be on **Version 7.50** of the product, or higher, for this feature to work.

Due to security changes made by Microsoft to its Windows operating systems, only **Version 7.50**, and higher, products incorporate the latest **DP/Update** functionality that allows you to download the latest **Payroll** changes and **Tax Table** updates directly from within the software application. This affects other updates as well, such as the **Accounts Receivable Sales Tax Rate** changes which are released on a Monthly basis.

You may load your software as normal. Once you get to the main menu of the **Infinity POWER** products, you may choose the **“Help”** menu option at the top right of the screen and then select the option **“Check for Updates.”**

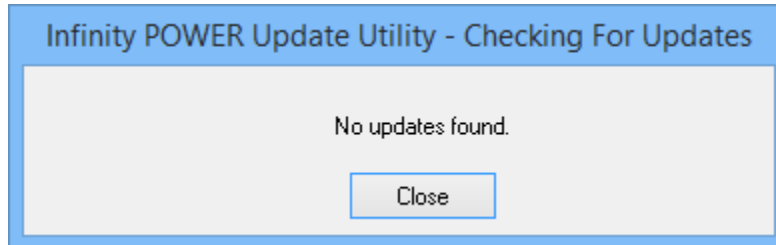


The following screen will appear:



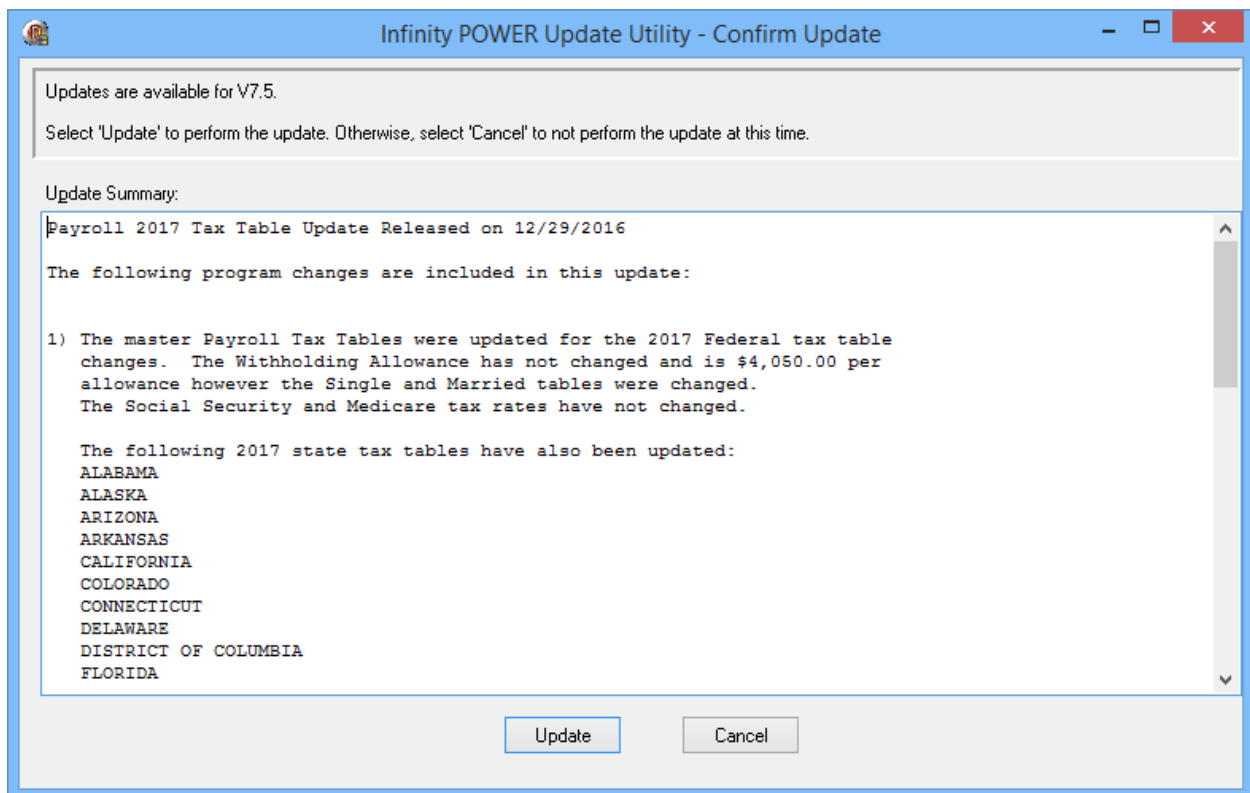
Depending on your Microsoft operating system security settings, you may be prompted to allow this option to continue. If so, click on “Yes” to continue. As new **Data Pro Infinity POWER** updates occur, you will be shown the updates before they are downloaded.

If you have the latest version of **DP/Update** and if there are no additional updates available, you will get the following message:



This confirms that your software is communicating correctly to the Data Pro servers.

However, if there are updates available, they will be shown in a screen that prompts you to download them similar to the following screen:



2017 Payroll Update

Tax Rates and the Social Security Wage Base Limit. Social Security and Medicare taxes have different rates and only the Social Security tax has a wage base limit. The wage base limit is the maximum wage subject to the tax for the year. Determine the amount of withholding for Social Security and Medicare taxes by multiplying each payment by the employee tax rate. There are no withholding allowances for Social Security and Medicare taxes.

For 2017, the Social Security tax (FICA) rate is 6.2% (amount withheld) each for the employer and employee (12.4% total).

The Social Security wage base limit is now \$127,200 up from \$118,500 in 2016. The tax rate for Medicare is 1.45% (amount withheld) each for the employee and employer (2.9% total). There is no wage base limit for Medicare tax. All covered wages are subject to Medicare tax.

Additional Medicare Tax Withholding. In addition to withholding Medicare tax at 1.45%, you must withhold a 0.9% Additional Medicare Tax from wages you pay to an employee in excess of \$200,000 in a calendar year. You are required to begin withholding Additional Medicare Tax in the pay period in which you pay wages in excess of \$200,000 to an employee and continue to withhold it each pay period until the end of the calendar year. The Infinity POWER Payroll module will automatically calculate when this should occur for you.

If you are running any software version lower than “7.50” and have not upgraded yet, YOU NEED TO UPGRADE NOW! Infinity POWER Payroll Version 7.50 (or higher) program will automatically “implement” the 6.2% FICA rates for both Employers and Employees by simply changing your “system date” to any date within the current calendar year “2017.”

In 2017, the FUTA tax rate continues to be 6.0%. The tax applies to the first \$7,000 you pay to each employee as wages during the year. The \$7,000 is the Federal wage base. Your State wage base may be different. Generally, you can take a credit against your FUTA tax for amounts you paid into state unemployment funds. The credit may be as much as 5.4% of the FUTA taxable wages. If you are entitled to the maximum 5.4% credit, the FUTA tax rate after credit is 0.6%.

The Employee’s Primary Exemption was maintained at “\$4050” for 2017.

The following screen illustrates how the Master Configuration of your Payroll module should look. The Minimum Wage amount will vary based on the state in which you are located.

The screenshot shows a 'Configuration' window with several tabs: 'Master Configuration', 'G/L Accounts', 'Time Categories', and 'System Integration'. The 'Master Configuration' tab is active. On the left, there are several checked options: 'Departments', 'Rate Override', 'Workers Comp. Class', 'FICA Override', 'Allocate Dept. Overhead', and 'Allow Check Reprint'. The 'Default Pay Cycle' is set to 'Weekly'. The 'Social Security Limit' is highlighted with a red circle and set to '\$127,200.00'. Other fields include 'Minimum Wage' at '\$8.10', 'Social Security Tax %' at '6.20 %', 'Medicare Tax %' at '1.45 %', and 'Medicare Tax Limit' at '\$999,999.99'. On the right side, there are fields for 'Emp. Federal ID Number' (69-7482328), 'Emp. State ID Number' (3679202), 'W-2 Form' (W2U), 'Employee Review Form' (REV), 'G/L Journal Number' (04 Checking - Payroll), 'Hours Decimals' (2), 'Rate Decimals' (2), 'Next Check Number' (195), 'Check Form' (STUB), 'JC Detail Type' (Employee Name), 'Direct Deposit Form' (LDIR), and 'Checking Account' (3). Buttons for 'OK', 'Cancel', and 'Apply' are at the bottom.

If you are not on **Version 7.50**, or higher, then you need to download and upgrade your software to the latest version so you can receive the latest updates for Payroll and other modules.

Go to www.dpro.com. Click on the “**User Login**” button at the top right section of the web site.

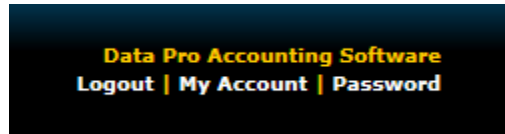


Enter your “**Customer Number**” and “**Password.**”

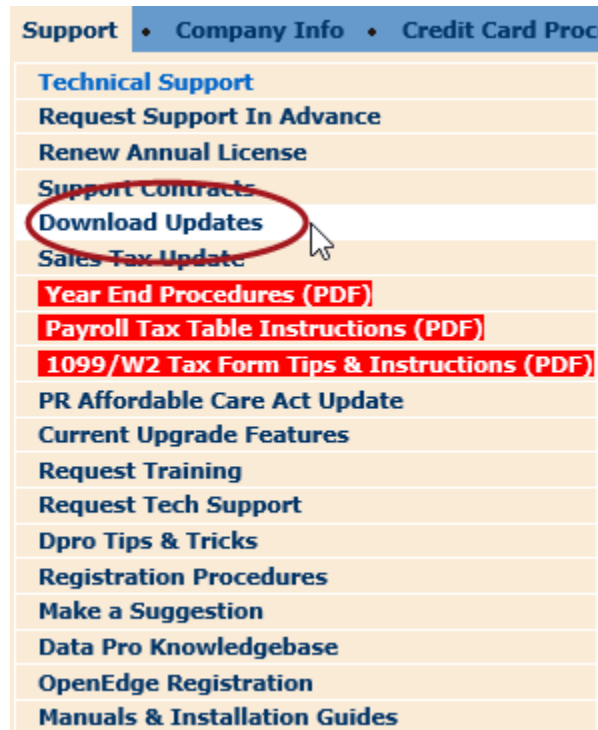
The screenshot shows the login page of the website. The title is 'Login'. There are two input fields: 'Login: (Your Customer #)' and 'Password:'. Both fields are circled in red. Below the fields are two buttons: 'Login' and 'Reset'. At the bottom, there is a link that says 'I forgot my password' and a note: 'Are you Registered with us. If not, [click here to Register.](#)'

If you can't remember your password, click on the link **"I forgot my password."** The system will prompt you to enter your **Customer Number** and it will send the password to the main **"e-mail address"** stored on your customer record.

If you entered it correctly, your **"Company Name"** will be displayed similarly to the following screen:








Next, click on the **"Support"** tab across the **"Main Menu"** at the top of the screen. Then, choose the **"Download Updates"** menu option from the list of available choices.



Based on what products you have purchased, a list of available downloads will be provided to you.

Download Infinity POWER & Infinity COMMERCE Updates

Full Product Version 7.5
READ THE DESCRIPTIONS AND SELECT A FILE BELOW TO DOWNLOAD

File to Download	Platform	Description
setup.exe	Windows GUI & Character-based	This is the installation program for both the Full Windows Graphical User Interface and Windows Character-based Infinity POWER Product.
DPDashSetup.exe	<small>Learn more about</small> 	This is the installation program of the Full DP/DashBoard Product.
DPAuto.exe	<small>Learn more about</small> 	This is the installation program of the Full DP/Auto Product.
DPStoreSetup.exe	<small>Learn more about</small> 	This is the installation program of the Full DP/Store Product.
DPChargeSetup.exe	<small>Learn more about</small> 	This is the installation program of the Full DP/Charge Product.
DPConvertSetup.exe	<small>Learn more about</small> 	This is the installation program of the Full DP/Convert Product.

Download Instructions

To upgrade to the latest version of **Infinity POWER**, you will need the “**setup.exe**” utility, which is the first menu choice as previously shown.

You will want to store this file on your local **PC** or **Accounting Server**. You **MUST** make sure you have a full **BACKUP** of your existing programs and data files **BEFORE** you proceed. You also must have all of the “**Administrative Rights**” you need to proceed with the installation and know where you should be installing the latest update.

Microsoft continues to change requirements and user rights necessary with each and every version release they make with the Windows Operating System. Therefore, you may not have the current security rights necessary for this upgrade. Check with your **IT** staff and/or **Network Administrator** to insure they are readily available before proceeding with this step in case you don’t have the necessary user rights.

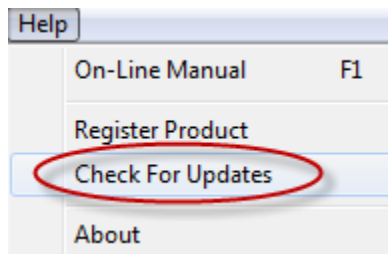
If you are unclear, you should contact **Data Pro Technical Support** (dpasupport@dpro.com) or **727-803-1550** and schedule an installation meeting via a “**GO TO MEETING**” session so we can insure that the proper installation is done correctly on your system.

Further, all users MUST be out of the system before you proceed!!! This includes shutting down the POWERServer, which is quietly running in the background!

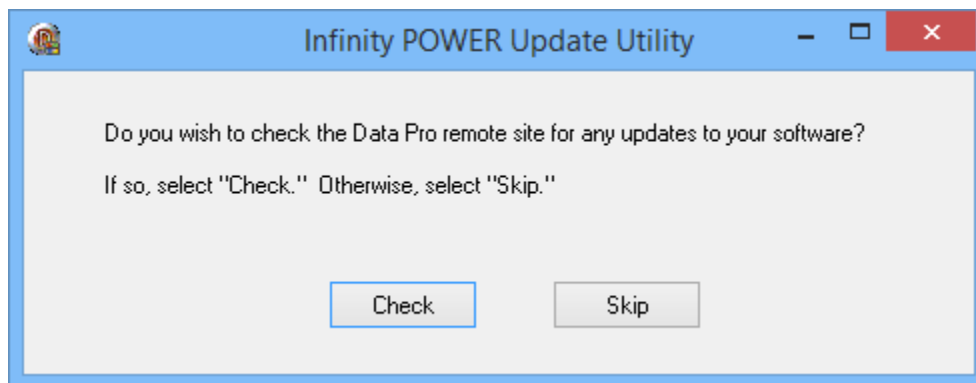
Keep in mind, if you are currently processing credit cards in any other fashion other than using “DP/CHARGE” based on an older version of the **Infinity POWER** software, there are three things:

- 1) You are completely out of compliance with the latest **Merchant Processing Rules** and very liable under the latest **PCI-DSS** rules and regulations.
- 2) **Version 7.4x** removed all support for any other card processing options other than using **DP/CHARGE** and using **OpenEdge** as your “**Merchant Processor.**” Switching to **OpenEdge** as your Merchant Processor is quick, easy and saves money. All you have to do is go to <http://www.dpro.com/ppiregistration/registration.asp> to sign up. Plus, you have now opened up tons of exciting new features throughout all of the Data Pro software modules!
- 3) All current **Payroll, Accounts Receivable monthly State Sales Tax Updates** and other regular update options using **DP/Update** only work through the software if you are using a version of **Infinity POWER** that is **Version 7.5x** or higher. **Version 7.44** users and below no longer have support through the “**DP/Update**” utility.

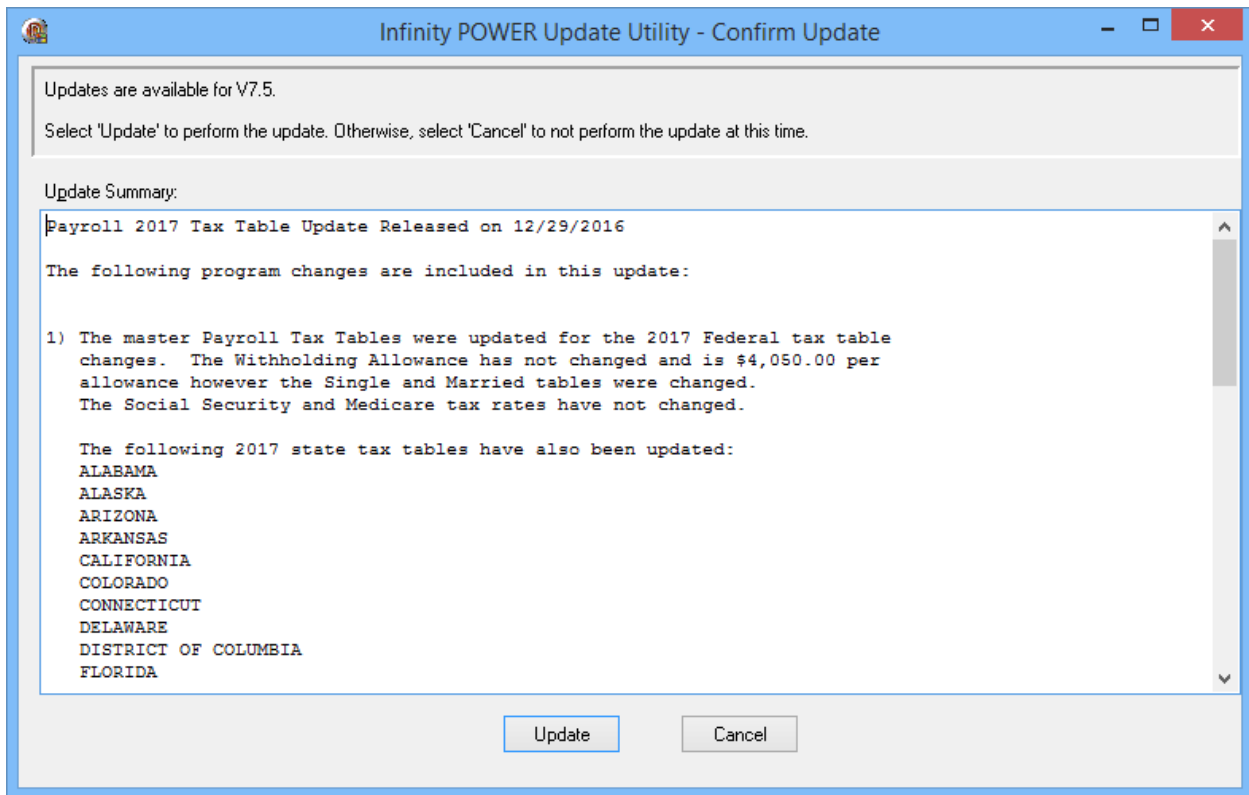
Current **Version 7.5x** users can simply go to “**Help**” from within the Graphical User Interface (**GUI**) version of **Infinity POWER** to find the option “**Check for Updates.**” This menu option calls the **DP/Update** utility that instantly checks the **Data Pro Accounting Software** servers for the latest updates.



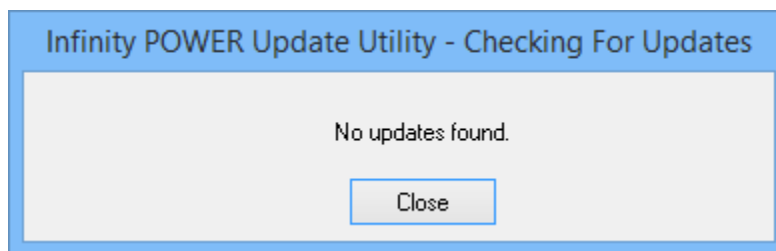
For instance, most states release their latest tax table information at different times. This means this update information becomes available at differing times. Thus, being able to just use the **DP/Update** feature simplifies all of your update requirements for your accounting system!



All you have to do is click on the “**Check**” button to see what, if any, changes have been released. Depending on how long it’s been, you may receive several updates at once, or you may get the following message at the very bottom of a list of updates. Make sure to scroll down the list to see if you get this message that is found on the following screen:



If you have completed the update already and check again, it is not unlikely to find the following message:



You can run this option as frequently as desired. Keep in mind, make sure you are **NOT** in the Payroll program when you “**Check for Updates.**” The system can’t download Payroll updates when those files are open. Instead, check it once you enter the program and haven’t loaded any specific module.

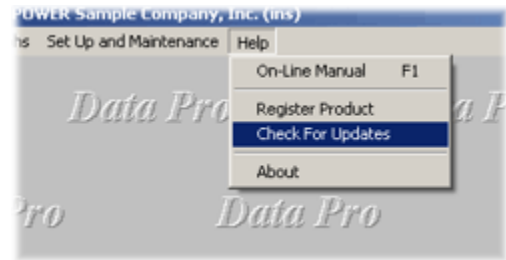
There Were No Major Changes Made to W-2s and 1099s in 2016!

All adjustments made were only to headings and slight alignments to printing in the boxes. The 1099 and W-2 tax forms will automatically be adjusted when you use the DP/Update utility to get your Tax Table updates.

Installing the Latest Updates

The **2017 Federal Tax Tables**, as well as the **State Tax Tables** for all states, which have reported their **2017** rates, have been updated. Please keep in mind that not all states report their updates at the same time or as timely as each other. Therefore, you may need to check back frequently to find your state in the latest **DP/Update**. The **2017 Payroll Tax Tables** updates are now published on the **DP/Update** download site for **Infinity POWER** users on **Versions 7.5x**.

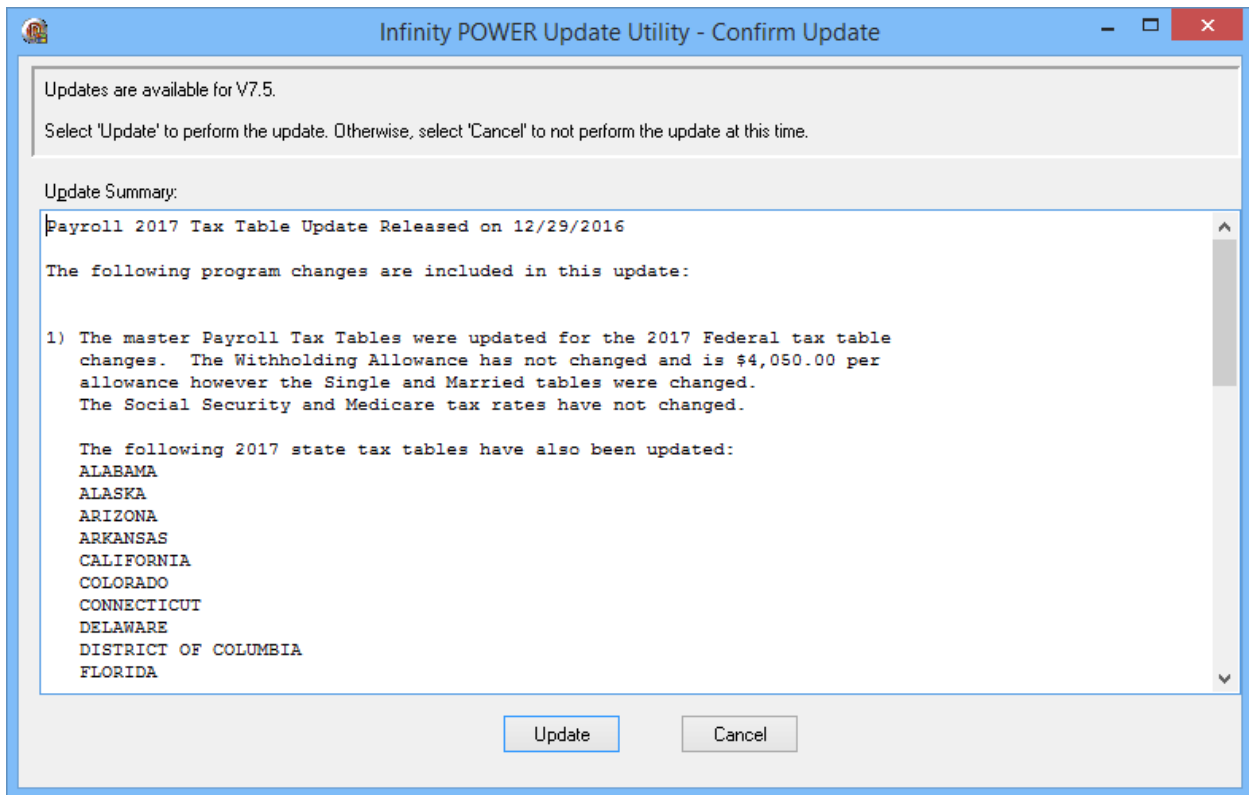
Users on any version number that is lower than **Version 7.5x** **MUST** upgrade to meet the current Payroll requirements. Further, these updates will update the Windows versions of the current **Infinity POWER** products **ONLY!** This includes both the “**Windows Graphical**” and “**Character-Based**” versions of the **Infinity POWER** products. However, “**DP/Update**” can only be run from the **Windows Graphical** version of the products, as shown on the screen to the right!



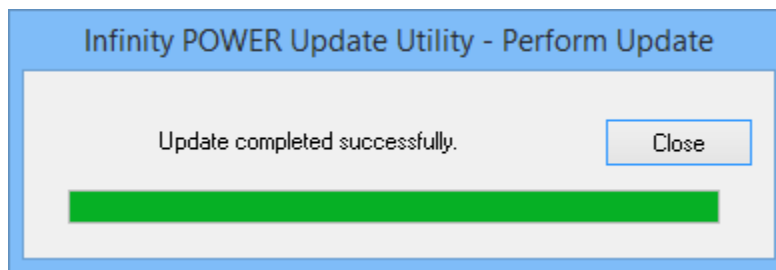
If you are presently on **Version 7.5x, or higher**, and have a direct **Internet** connection on your accounting servers or workstations, you can now choose the “**Check for Updates**” option from the “**Help**” menu within **Windows Graphical** version of **Infinity POWER** to download these files.

If you have a newer version of the Microsoft Windows Operating System (*i.e. Windows 7, Windows 8 or Windows 10*), you may be prompted by the system as to whether to allow the software to download the update from **Data Pro Accounting Software**. If you are prompted by a button that appears at the bottom of screen flashing, click on it and answer **Y(es)** to continue the **DP/Update** feature.

As the update continues, the screen will display all of the updates for each software version in date sequence order for each update as it has been released. Therefore, the information shown on the following screen for **Version 7.50**, for instance, may appear further down in the update listing rather than directly at the top of the screen, based on whether you have completed any updates previously. You can scroll down to insure you have the latest update information to be posted to your system.

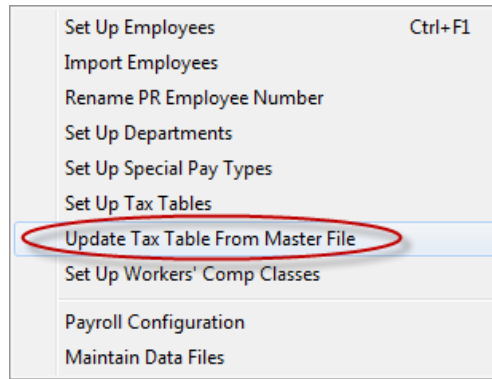


Click on the “**Update**” button to start and when completed successfully, the following screen will appear:

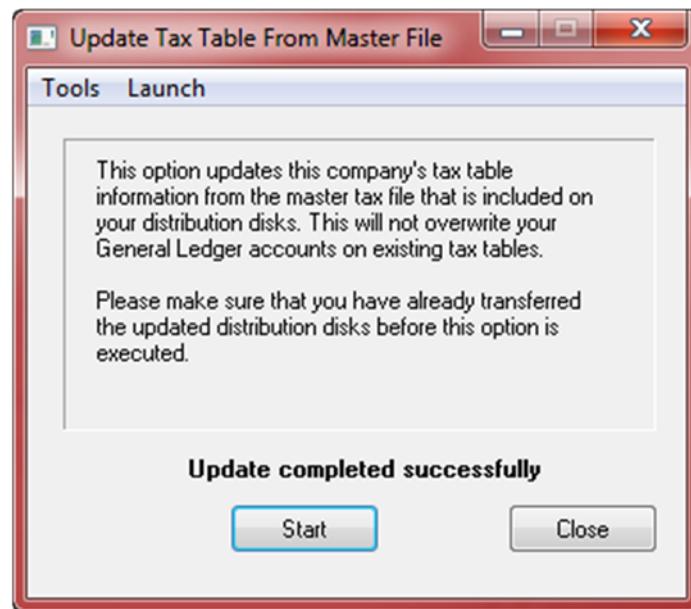


Click on the “**Close**” button to proceed. The **DP/Update** option only gets the files from the **Data Pro Server** to your local system. It hasn’t installed them into your accounting system yet! Therefore, you will need to run the **Payroll** option “**Update Tax Table From Master File**” from the “**Set Up and Maintenance**” **Payroll** menu.

If you have a prior version of the product before Version 7.5x, you will need to upgrade first to Version 7.50 (current version) before proceeding!

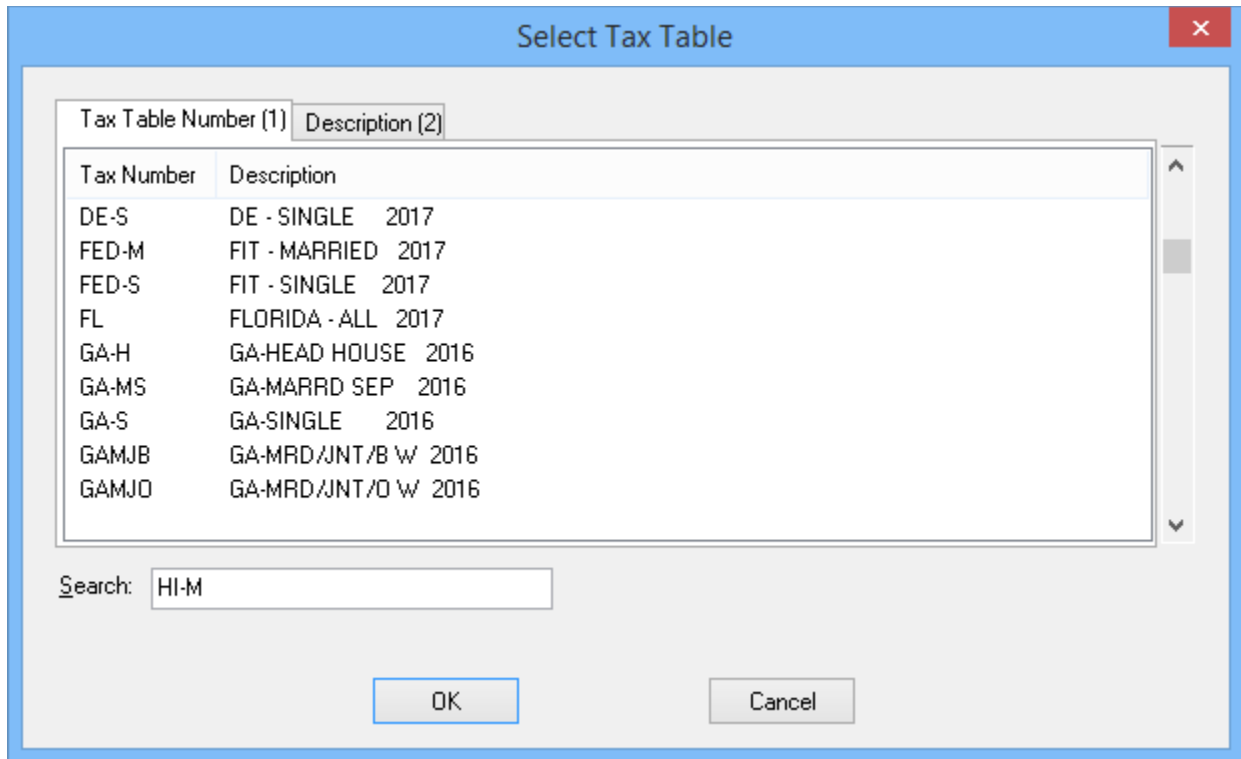


This option is what updates your actual **Payroll Tax Table Files** on your local accounting system.



Users still have the option to input their table changes manually by using the **Percentage Method of Withholding Tables** in the **Circular E** published by the **IRS** for **Federal Tax Tables** and/or the **State Tax Tables** released by your state using the menu option “**Set Up Tax Tables.**” Be sure to use the “**Annual Tables**” if you are inputting the tables manually.

You will know that your files have been updated correctly if you go into the “**Set Up Tax Tables**” menu option and enter “**FED**” and see the following options appear on the screen:



You will see how the **Federal Tables** for “**Federal Married**” and “**Federal Single**” both appear with “**2017**” behind them. That confirms your update has worked properly. Likewise, when your state tax table update has been implemented correctly, you will see it changed from **2016** to **2017** as you see for the “**Florida**” tax table.

But, as you see in the example above, the “**GA**” or **Georgia** tables haven’t reported yet are still show as **2016**. Keep in mind that you still must go into your “**State**” table manually and adjust for each year the “**Unemployment Tax Rate**” that the State you reside in assigns your company. This is always a moving target and will change from year to year. Don’t forget to make this change when you update your tax tables.

TIMING!!!

One last thing to keep in mind, this update is released as of **December 29, 2016**. It is updating the **Federal & State Tax Tables** to represent the changes for **2017**! If you have any remaining Payroll cycles that you need to run prior to **January 1, 2017**, then you need to wait before you perform these updates!! You will want to keep your current **2016 Tax Tables** and rates in place for any remaining **Payrolls** to be completed in **2016**!

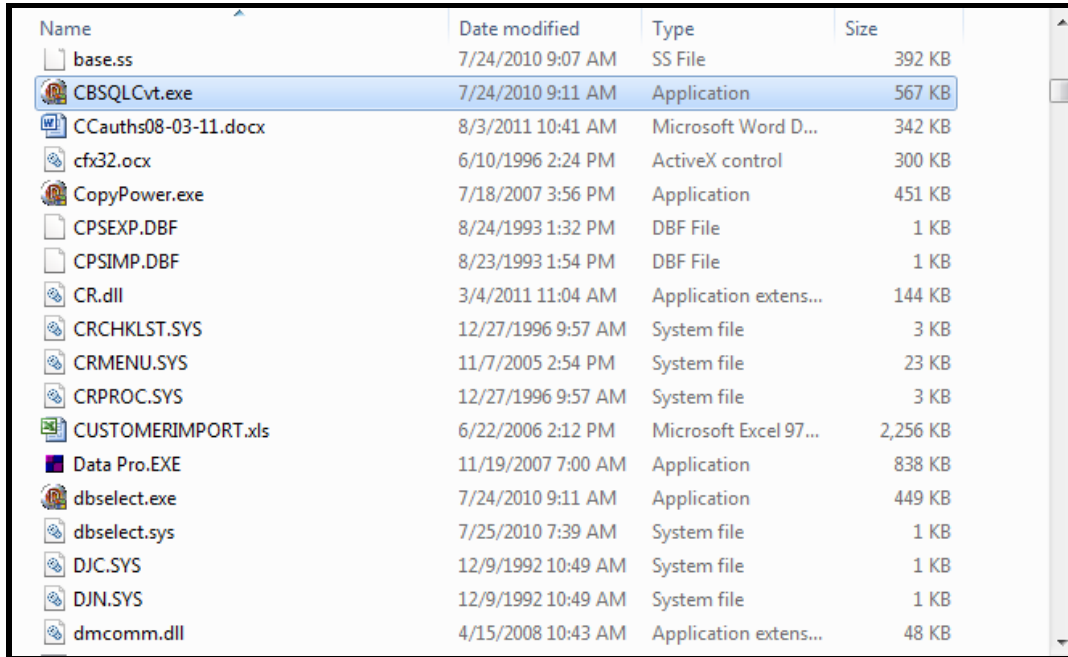
MICROSOFT SQL SERVER USERS

If you have installed the **Microsoft SQL Server** database as your core database structure to be used with your **Infinity POWER** software applications (*instead of FoxPro or dBase*), the preceding option that allowed you to download the **Payroll Tax Tables** using the **DP/Update** option will have the files in the native “**dbf**” file format.

For **SQL Server** users, the “**dbf**” file format must first be converted into a **SQL** format before the **Tax Tables** in Payroll can be updated. Data Pro provides a standard utility with the **Infinity POWER** software programs that allows data files to be converted in both directions (**dbf to SQL – SQL to dbf**). Follow the next set of steps to prepare the **Payroll Tax Table** update for use in an **SQL Server** environment.

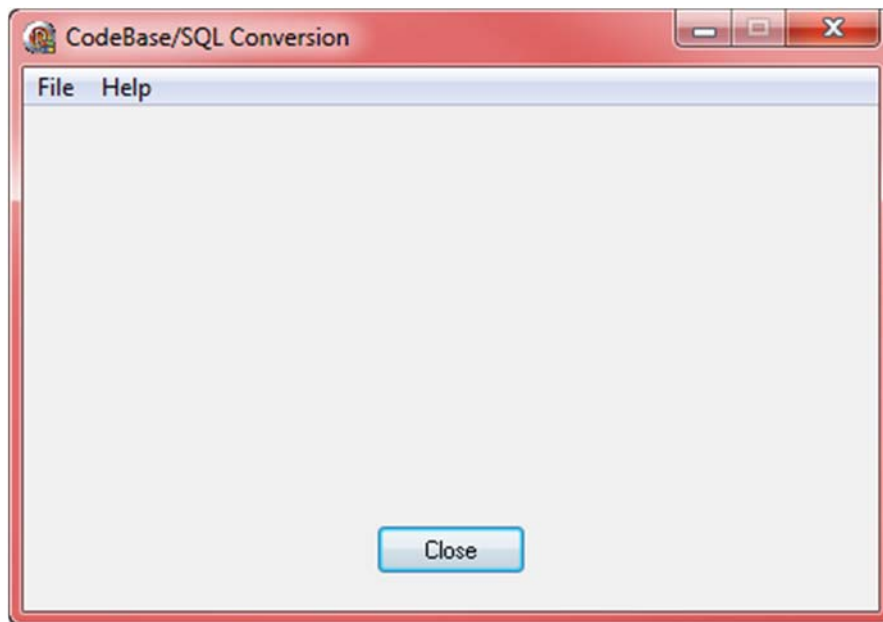
Using “**Windows Explorer**,” go to the directory or folder where your **Infinity POWER** accounting applications are installed. This could be **C:\POWER** or another directory depending on how the software was originally installed.

Inside this folder, you will find on the list of files a file called “**CBSQLCvt.exe**” as highlighted on the following screen:

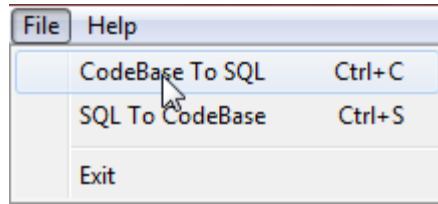


Name	Date modified	Type	Size
base.ss	7/24/2010 9:07 AM	SS File	392 KB
CBSQLCvt.exe	7/24/2010 9:11 AM	Application	567 KB
CCauths08-03-11.docx	8/3/2011 10:41 AM	Microsoft Word D...	342 KB
cfx32.ocx	6/10/1996 2:24 PM	ActiveX control	300 KB
CopyPower.exe	7/18/2007 3:56 PM	Application	451 KB
CPSEXP.DBF	8/24/1993 1:32 PM	DBF File	1 KB
CPSIMP.DBF	8/23/1993 1:54 PM	DBF File	1 KB
CR.dll	3/4/2011 11:04 AM	Application extens...	144 KB
CRCHKLST.SYS	12/27/1996 9:57 AM	System file	3 KB
CRMENU.SYS	11/7/2005 2:54 PM	System file	23 KB
CRPROC.SYS	12/27/1996 9:57 AM	System file	3 KB
CUSTOMERIMPORT.xls	6/22/2006 2:12 PM	Microsoft Excel 97...	2,256 KB
Data Pro.EXE	11/19/2007 7:00 AM	Application	838 KB
dbselect.exe	7/24/2010 9:11 AM	Application	449 KB
dbselect.sys	7/25/2010 7:39 AM	System file	1 KB
DJC.SYS	12/9/1992 10:49 AM	System file	1 KB
DJN.SYS	12/9/1992 10:49 AM	System file	1 KB
dmcomm.dll	4/15/2008 10:43 AM	Application extens...	48 KB

Double click on this file and the following application will load as shown on the following screen:



Click on “**File**” and choose the first option for “**CodeBase To SQL.**” This is the option that will convert a “**dbf**” file to the **SQL** file format.

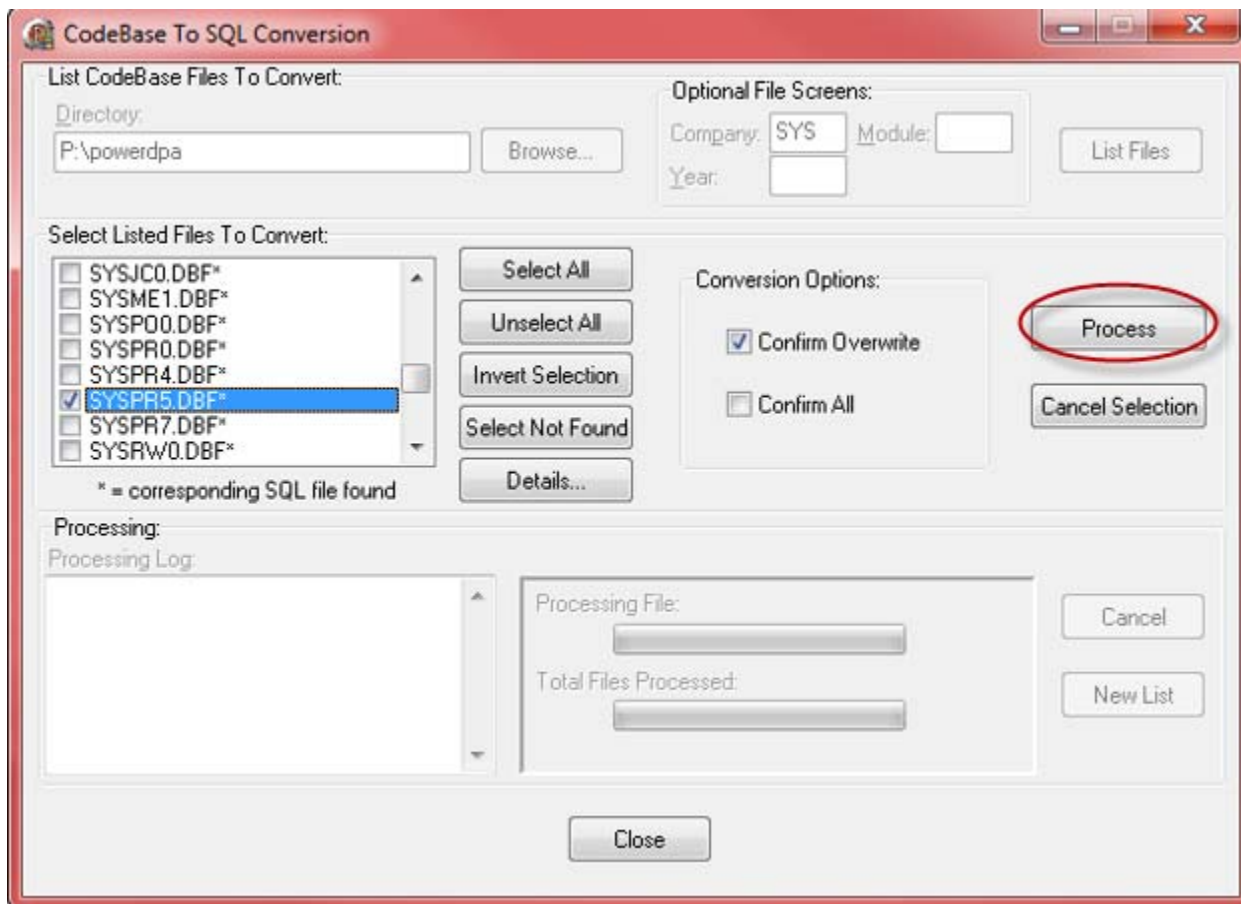


A new screen will appear prompting you for key pieces of information. First **“Browse”** under the **“Directory”** option to where your **Infinity POWER** programs are installed. This can be on any network or local drive letter and in any subdirectory or folder name as appropriate.

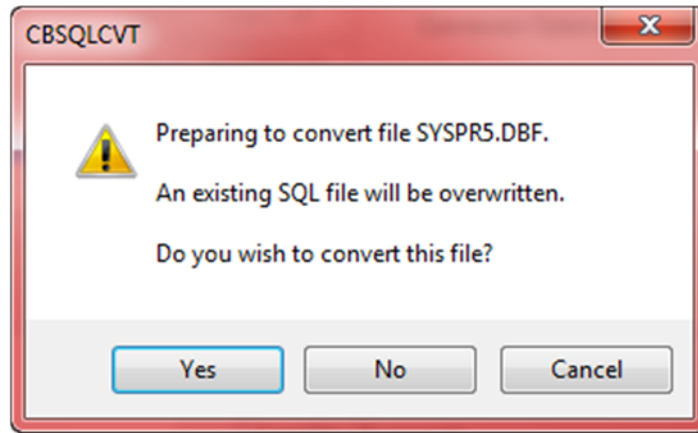
Next, enter under the **“Company”** field the three letters **“SYS.”** These are for the system files that have just been downloaded by the **DP/Update** utility. Then, under the option **“Select Listed Files to Convert”** scroll down until you find the file specifically titled **“SYSPR5.DBF.”** Make sure the rest of the files are **“Unselected.”**

Under the **“Conversion Options,”** click on the check box to **“Confirm Overwrite.”**

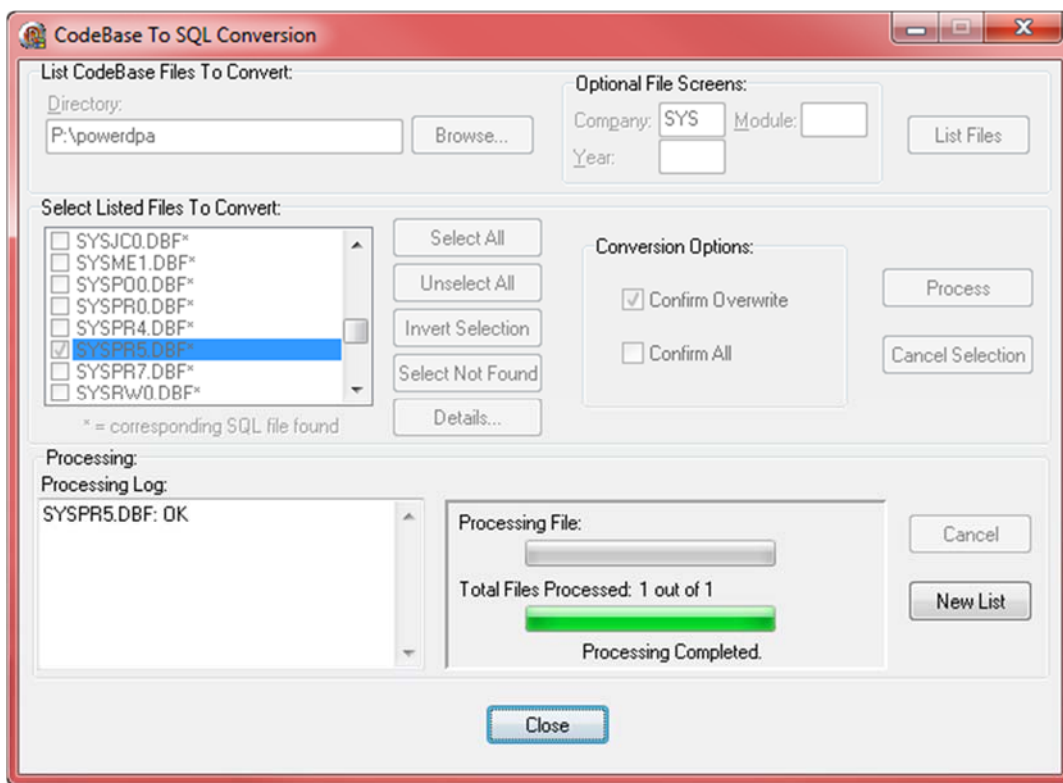
When all of this is set as the following screen illustrates, click on the **“Process”** button to continue.



Once you click on **“Process,”** the following screen will appear:



Click on “Yes” to continue the conversion to the SQL format. Once the files have been converted, the following screen will appear:



Click on “Close.” Now that this step has been completed for **SQL Server Users**, the rest of the steps are identical for **ALL** users regardless of which database is being used.

*****W-2 CONFIGURATION*****

If you have recently upgraded to **Version 7.5x or higher** from a version prior to **6.3**, you must verify each employee’s **First** and **Last** Name under the **W-2 Info** button under the “**Set Up Employees**” option in **Payroll** under the “**Set Up and Maintenance**” menu option. The **POWER Upgrade Utility** will attempt to parse the existing name field into the new **First** and **Last Name** fields. Depending upon the format of your employees’ names, adjustments may be necessary.

STEP 1

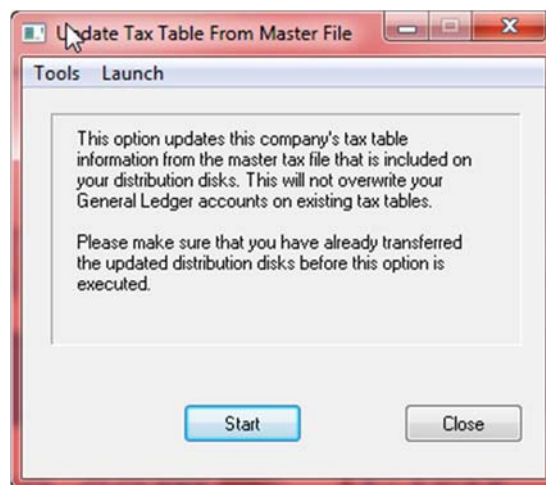
How to Update Your Tax Tables

(Windows GUI)

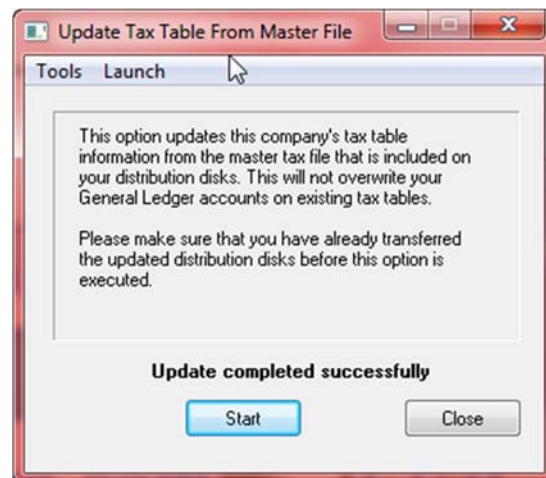
Note: Do not load these tax tables until the last 2016 Payroll has been processed, backups of all program and data files have been made, and all required management reports have been printed. Tax table information should be updated just before the first 2017 payroll is run.

Once the **2017 Tax Table Updates** have been loaded on your system **AND** after you have started the **New Year's files for Payroll**, follow these simple steps:

1. From the **“Infinity POWER Main Menu,”** press the **F3** key and change the system date to **01/01/2017**.
2. Click on **“Systems,”** and then select the option **“Payroll.”**
3. Select the option **“Set Up and Maintenance.”**
4. Finally, choose the option **“Update Tax Table From Master File.”**
5. Click on the **“Start”** button.



When the update is completed, the following screen will be displayed:



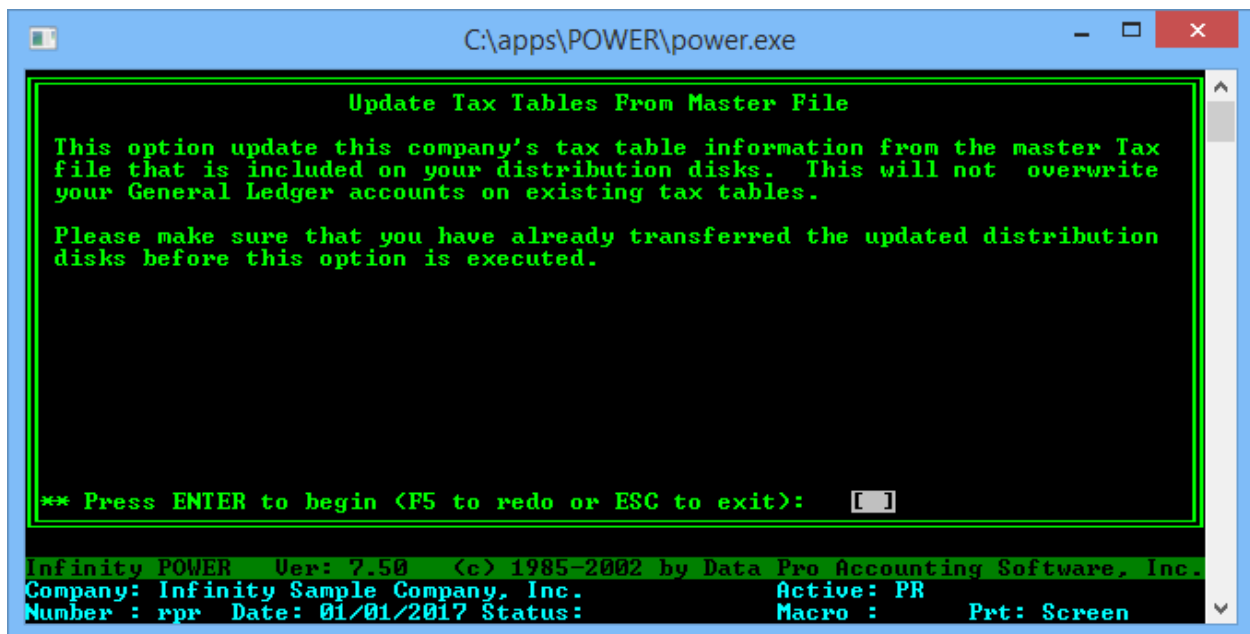
When the update is completed, click on **“Close”** to return to the Main Menu.

(Windows Character-Based)

Note: Do not load these tax tables until the last 2016 Payroll has been processed, backups of all program and data files have been made, and all required management reports have been printed. Tax table information should be updated just before the first 2017 Payroll is run.

Once the **2017 Tax Table Updates** have been loaded on your system **AND** after you have started the **New Year's files for Payroll**, follow these simple steps:

1. From the **"Infinity POWER Main Menu,"** press the **F3** key and change the system date to **01/01/2017**.
2. Then, select the option **"Accounting Programs."** Next, choose the option **"Payroll System."**
3. Select the option **"Perform Set Up and Maintenance."**
4. Choose the option **"Perform Routine Maintenance."** Then, choose the option **"Set Up Tax Tables."**
5. Finally, choose the option **"Update Tables From Master File."**
6. Press the **ENTER** key to begin the update process. When it is complete, the system will return you to the menu.



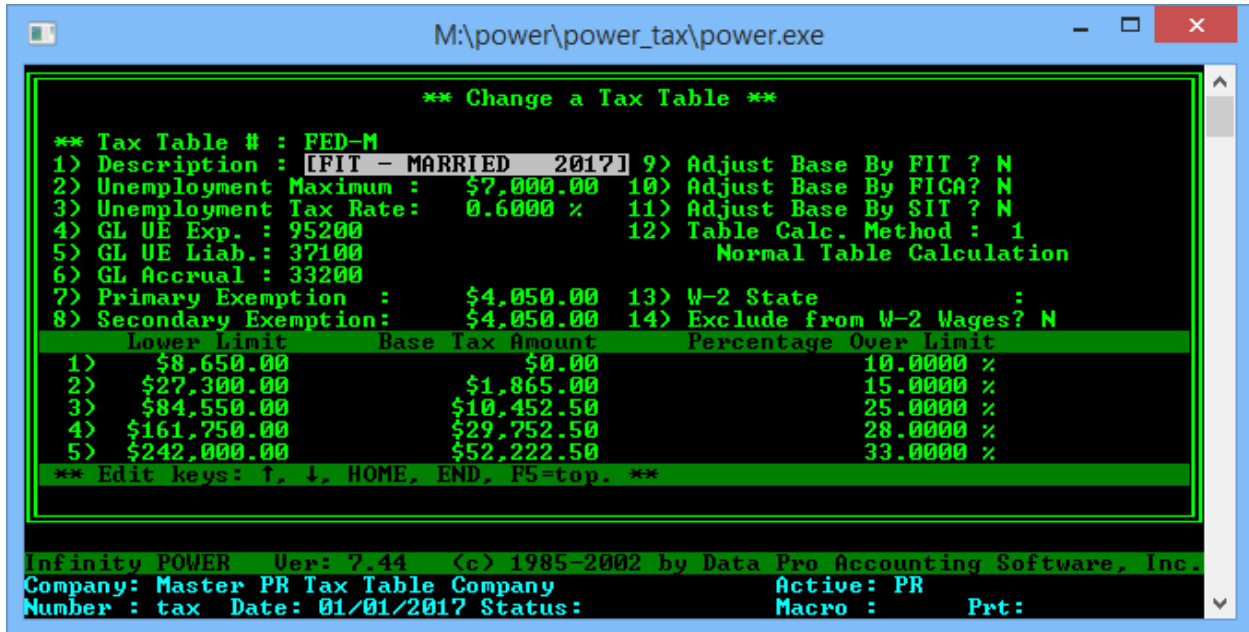
Repeat these steps for **each** company that has **Payroll** data files. Be sure to verify your company's unemployment tax rate for **2017** and adjust the appropriate state tax table(s) as shown in the following example. Make sure to use the rate sent to your firm by your state for **2017**.

STEP 2

Remember to check the Federal tax tables against your **Circular E** and **State Tax Tables** with your **State Tax Table Publications**. In the Windows Graphical version, to edit or verify either the Federal or State Tax Tables while in the Payroll module, choose the option **“Perform Routine Maintenance.”** Then, choose the option **“Set Up Tax Tables.”** Select the specific table to review or edit. The following screen will appear:

When you click on the **“Change”** button and then the **“Details”** button on the bottom left of the screen, the following screen will appear that will allow you to edit the specifics of the tax table.

In the Windows Character-based version of the product, the details for editing are all on a single screen as shown in the following example.



For your records, this is what the **Federal Tax Tables** should look like at this point for **2017**.

Master PR Tax Table Company Tax Table Listing Detailed										
Number	Description	GL Accrual	Adj. Base By:	Unemployment Tax						
	Primary Exemption	Secondary Exemption	FIT FICA SIT	Type	Maximum	Tax Rate	GL Expense	GL Accrual		
FED-M	FIT - MARRIED 2017	33200	N N N	1	\$7,000.00	0.60%	95200	37100		
		\$4,050.00								
Tax Table: Over... But Not Over... Tax Amount Plus % of Excess Over...										
1)	\$8,650.00	\$27,300.00	\$0.00	10.0000 %	\$8,650.00					
2)	\$27,300.00	\$84,550.00	\$1,865.00	15.0000 %	\$27,300.00					
3)	\$84,550.00	\$161,750.00	\$10,452.50	25.0000 %	\$84,550.00					
4)	\$161,750.00	\$242,000.00	\$29,752.50	28.0000 %	\$161,750.00					
5)	\$242,000.00	\$425,350.00	\$52,222.50	33.0000 %	\$242,000.00					
6)	\$425,350.00	\$479,350.00	\$112,728.00	35.0000 %	\$425,350.00					
7)	\$479,350.00	\$0.00	\$131,628.00	39.6000 %	\$479,350.00					
FED-S	FIT - SINGLE 2017	33200	N N N	1	\$7,000.00	0.60%	95200	37100		
		\$4,050.00								
Tax Table: Over... But Not Over... Tax Amount Plus % of Excess Over...										
1)	\$2,300.00	\$11,625.00	\$0.00	10.0000 %	\$2,300.00					
2)	\$11,625.00	\$40,250.00	\$932.50	15.0000 %	\$11,625.00					
3)	\$40,250.00	\$94,200.00	\$5,226.25	25.0000 %	\$40,250.00					
4)	\$94,200.00	\$193,950.00	\$18,713.75	28.0000 %	\$94,200.00					
5)	\$193,950.00	\$419,000.00	\$46,643.75	33.0000 %	\$193,950.00					
6)	\$419,000.00	\$420,700.00	\$120,910.25	35.0000 %	\$419,000.00					
7)	\$420,700.00	\$0.00	\$121,505.25	39.6000 %	\$420,700.00					

STEP 3

FICA Update Procedures (Windows GUI)

The Federal Government has changed the Social Security tax limit to **\$127,200** for **2017**. To verify that your configuration is correct, follow these steps:

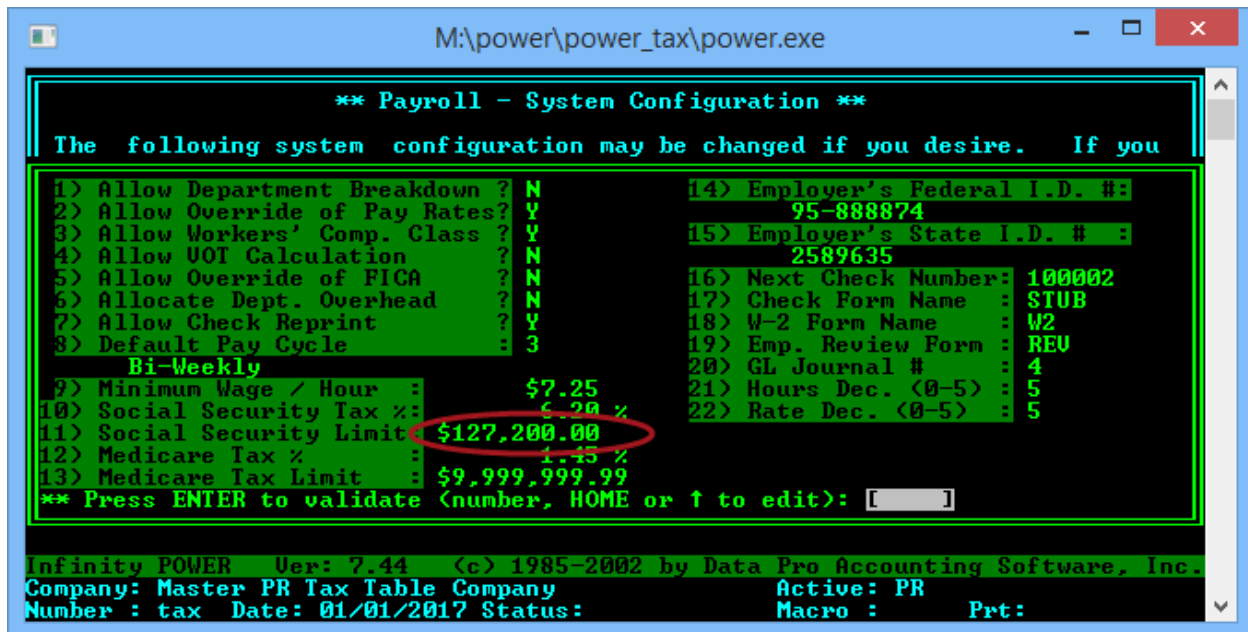
1. Click on **“Systems,”** and then select the option **“Payroll.”**
2. Next, select the option **“Set Up and Maintenance.”** Then, select the option, **“Payroll Configuration.”**
3. Finally, click on the tab **“Master Configuration.”** Click on the **“Social Security Limit”** and verify that it is set to **\$127,200.00**.
4. Your screen should look similar to the following:

The screenshot shows a Windows application window titled "Configuration". It has a menu bar with "Tools" and "Launch". Below the menu bar are four tabs: "Master Configuration", "G/L Accounts", "Time Categories", and "System Integration". The "Master Configuration" tab is selected. The window contains various configuration fields and checkboxes. A red circle highlights the "Social Security Limit" field, which is set to "\$127,200.00". Other fields include "Emp. Federal ID Number" (95-888874), "Emp. State ID Number" (2589635), "W-2 Form" (W2), "Employee Review Form" (REV), "G/L Journal Number" (4), "Hours Decimals" (5), "Rate Decimals" (5), "Next Check Number" (100002), "Check Form" (STUB), "JC Detail Type" (None), "Direct Deposit Form" (1stub), and "Checking Account" (2). There are also several checkboxes, some of which are checked, such as "Rate Override", "Workers Comp. Class", "Allow Check Reprint", and "Medicare Tax Limit". At the bottom of the window are three buttons: "OK", "Cancel", and "Apply".

Click **“OK”**, to save your changes. Repeat these steps for each company that has Payroll files.

For Character-based users, follow these steps:

1. From the “*Infinity POWER Main Menu*,” press the F3 key and change the system date to 01/01/2017.
2. Then, select the option “*Accounting Programs*.” Next, choose the option “*Payroll System*.”
3. Select the option “*Perform Set Up and Maintenance*.”
4. Choose the option “*Set Up Master Information*.” Then, select the option “*Change Master Configuration*.”
5. Choose the option “*Master Configuration*.”
6. The following screen will appear where you can make the edits on Field #11 “*Social Security Limit*.”



STEP 4

Social Security Tax %

When you perform the **DP/UPDATE** feature to get the latest software update, you will find it to be quite simple and will require **NO Configuration** of the software whatsoever. For example, you will see and be able to edit the **Social Security Tax Percentage** rate field and the system will apply it to both the **Employee** and **Employer** portion of **FICA**.

The following screens illustrate how the Payroll Configuration screen looks in both the Windows Graphical Version as well as the Character-based Version of the **Infinity POWER** products. The current rate for both **Employer** and **Employee** is 6.2% and goes in the “**Social Security Tax %**” field as shown. No other fields are adjusted.

Configuration

Tools Launch

Master Configuration | G/L Accounts | Time Categories | System Integration

Departments:

Rate Override:

Workers Comp. Class:

Variable OT Calculation:

FICA Override:

Allocate Dept. Overhead:

Allow Check Reprint:

Default Pay Cycle: **Bi-Weekly**

Minimum Wage: 7.25

Social Security Tax %: 6.20 %

Social Security Limit: \$127,200.00

Medicare Tax %: 1.45 %

Medicare Tax Limit: \$9,999,999.9

Emp. Federal ID Number: 95-888874

Emp. State ID Number: 2589635

W-2 Form: W2

Employee Review Form: REV

G/L Journal Number: 4

Hours Decimals: 5 Rate Decimals: 5

Next Check Number: 100002 Check Form: STUB

JC Detail Type: None

Direct Deposit Form: 1stub

Checking Account: 2

OK Cancel Apply

```

M:\power\power_tax\power.exe

** Payroll - System Configuration **

The following system configuration may be changed if you desire.  If you

1) Allow Department Breakdown ? N      14) Employer's Federal I.D. #:
2) Allow Override of Pay Rates? Y      95-888874
3) Allow Workers' Comp. Class ? Y      15) Employer's State I.D. # :
4) Allow UOT Calculation ? N           2589635
5) Allow Override of FICA ? N           16) Next Check Number: 100002
6) Allocate Dept. Overhead ? N         17) Check Form Name : STUB
7) Allow Check Reprint ? Y             18) W-2 Form Name : W2
8) Default Pay Cycle : 3                19) Emp. Review Form : REV
    Bi-Weekly                            20) GL Journal # : 4
9) Minimum Wage / Hour : $7.25          21) Hours Dec. (0-5) : 5
10) Social Security Tax %: 6.20 %       22) Rate Dec. (0-5) : 5
11) Social Security Limit: $127,200.00
12) Medicare Tax % : 1.45 %
13) Medicare Tax Limit : $9,999,999.99
** Press ENTER to validate (number, HOME or ↑ to edit): [ ]

Infinity POWER Ver: 7.44 (c) 1985-2002 by Data Pro Accounting Software, Inc.
Company: Master PR Tax Table Company Active: PR
Number : tax Date: 01/01/2017 Status: Macro : Prt:

```

STEP 5

State Tax Table Updates

Data Pro Accounting Software updates the various states' tax tables as soon as their information is released. Unfortunately, many states do not release their annual changes prior to year-end when we release all of the other Federal and other state changes.

Keep checking the **DP/UPDATE** feature of your software and the home page at www.dpro.com for the latest updates on the various **States Tax Table** update releases.

****Be sure to verify your company's unemployment tax rate for **2017** and adjust the appropriate state tax table(s) as shown in the following example. Make sure to use the rate sent to your firm by your state for **2017**.

The screenshot shows a software window titled "Maintain Tax Tables" with a menu bar (Tools, Launch, Navigation, Operation) and a toolbar. The main area contains the following fields and options:

- Tax Table: FL
- Description: FLORIDA - ALL 2017
- Unemployment Maximum: \$7,000.00
- Unemployment Tax Rate: 2.7000 % (circled in red)
- G/L Unemployment Exp.: 75200
- G/L Unemployment Liab.: 23600
- G/L Accrual: 25400
- Primary Exemption: \$0.00
- Secondary Exemption: \$0.00
- Mode: Inquiry
- Adjust Base By FIT:
- Adjust Base By FICA:
- Adjust Base By SIT:
- Table Calculation Type: 1) Normal Table Calculation
- W-2 State: FL
- Exclude from W-2 wages:

Buttons at the bottom include Details..., User Fields..., Save, Cancel, and Close.


```

M:\power\power_tax\power.exe

** Change a Tax Table **

** Tax Table # : FL
1) Description : [FLORIDA - ALL 2017] 9) Adjust Base By FIT ? N
2) Unemployment Maximum : $7,000.00 10) Adjust Base By FICA? N
3) Unemployment Tax Rate: 2.7000 % 11) Adjust Base By SIT ? N
4) GL UE Exp. : 95200 12) Table Calc. Method : 1
5) GL UE Liab.: 37200 Normal Table Calculation
6) GL Accrual : 33300
7) Primary Exemption : $0.00 13) W-2 State : FL
8) Secondary Exemption: $0.00 14) Exclude from W-2 Wages? N

Lower Limit Base Tax Amount Percentage Over Limit
1) $0.00 $0.00 0.0000 %
2) $0.00 $0.00 0.0000 %
3) $0.00 $0.00 0.0000 %
4) $0.00 $0.00 0.0000 %
5) $0.00 $0.00 0.0000 %

** Edit keys: ↑, ↓, HOME, END, F5=top. **

Infinity POWER Ver: 7.44 (c) 1985-2002 by Data Pro Accounting Software, Inc.
Company: Master PR Tax Table Company Active: PR
Number : tax Date: 01/01/2017 Status: Macro : Prt:

```

The master **Payroll Tax Tables** were updated for the **2017 Federal Tax** and also all “**States**” that have reported changes as of this date have been updated. This list will continue to be updated as additional states continue to provide their new information for **2017**.

Should you have any problems or questions, please call our **Technical Support Department** at (727) 803-1550, Monday through Friday 9:00 A.M. to 5:00 P.M. EST.

The following is a list of states that have already been fully updated and have a status of “**FINAL.**” Any states marked in Orange (**FINAL**), were pending at the time of this update.

STATE	DESCRIPTION OF CHANGES	STATUS
FEDERAL	Fed WH Tables changed. Social Security Limit stayed at \$127,200. No changes to FICA (6.20%) and Medi-Wages Percentages (1.45%). UE Wage Base \$7,000.00. Federal Minimum Wage equals \$7.25. Primary Exemption maintained at \$4050.	FINAL
ALABAMA	UE Wage Base \$8,000. State Minimum Wage equals \$7.25.	FINAL
ALASKA	UE Wage Base changed to \$39,800 from \$38,700 in 2016. No State Income Tax. State Minimum Wage equals \$9.80.	FINAL
ARIZONA	UE Wage Base \$7,000. State Minimum Wage equals \$10.00.	FINAL
ARKANSAS	UE Wage Base \$12,000. State Minimum Wage changed to \$8.50.	FINAL
CALIFORNIA	State WH Changes. Primary Exemption changed. UE Wage Base \$7,000. State Minimum Wage equals \$10.50.	FINAL
COLORADO	UE Wage Base equals \$12,500. State Minimum Wage equals \$9.30.	FINAL
CONNECTICUT	UE Wage Base equals \$15,000. State Minimum Wage equals \$10.10.	FINAL
DELAWARE	UE Wage Base \$18,500. State Minimum Wage changed to \$8.25.	PENDING
DISTRICT OF COLUMBIA	State WH Changes. Primary Exemption changed. UE Wage Base \$9,000. State Minimum Wage changed to \$11.50 on 7/1/16. Changing to \$12.50 on 7/1/17.	FINAL
FLORIDA	UE Wage Base unchanged at \$7,000. No State Income Tax. State Minimum Wage unchanged at \$8.10.	FINAL
GEORGIA	UE Wage Base \$9,500. State Minimum Wage equals \$5.15.	FINAL
HAWAII	UE Wage Base changed to \$44,000. State Minimum Wage raised to \$9.25.	FINAL
IDAHO	UE Wage Base changed to \$37,800. State Minimum Wage unchanged at \$7.25.	FINAL
ILLINOIS	State WH Changes. Primary Exemption changed. UE Wage Base \$12,960. State Minimum Wage equals \$8.25.	FINAL
INDIANA	State WH Changes. UE Wage Base \$9,500. State Minimum Wage equals \$7.25.	FINAL
IOWA	UE Wage Base increased to \$29,300. State Minimum Wage equals \$7.25.	FINAL
KANSAS	UE Wage Base changed to \$14,000. State Minimum Wage unchanged at \$7.25.	FINAL
KENTUCKY	Primary Exemption changed. UE Wage Base changed to \$10,200. State Minimum Wage unchanged at \$7.25.	FINAL
LOUISIANA	UE Wage Base \$7,700. State Minimum Wage equals \$7.25.	FINAL
MAINE	State WH Changes. UE Wage Base \$12,000. State Minimum Wage changed to \$9.00.	FINAL
MARYLAND	State WH Changes. UE Wage Base \$8,500. State Minimum Wage changed to \$9.25.	FINAL
MASSACHUSETTS	State WH Rate Changed. UE Wage Base unchanged at \$15,000. State Minimum Wage equals \$11.00.	FINAL
MICHIGAN	UE Wage Base decreased to those Employers not delinquent on UI Payments. UE Wage Base unchanged at \$9,000. State Minimum Wage changed to \$8.90.	FINAL
MINNESOTA	State WH Changes. Primary Exemption changed. UE Wage Base changed to \$32,000. State Minimum Wage changed to \$9.50.	FINAL
MISSISSIPPI	UE Wage Base \$14,000. State Minimum Wage equals \$7.25.	FINAL
MISSOURI	UE Wage Base \$13,000. State Minimum Wage equals \$7.70.	FINAL
MONTANA	State WH Changes. Primary Exemption changed. UE Wage Base changed to \$31,400. State Minimum Wage changed to \$8.15.	FINAL

STATE	STATUS	
NEBRASKA	UE Wage Base \$9,000. State Minimum Wage equals \$9.00.	FINAL
NEVADA	UE Wage Base changed to \$29,500. No State Income Tax. State Minimum Wage equals \$8.25.	FINAL
NEW HAMPSHIRE	UE Wage Base \$14,000. No State Income Tax. State Minimum Wage equals \$7.25.	FINAL
NEW JERSEY	UE Wage Base changed to \$33,500. State Minimum Wage equals \$8.44.	FINAL
NEW MEXICO	State WH Changes. Primary Exemption changed. UE Wage Base changed to \$24,300. State Minimum Wage equals \$7.50.	FINAL
NEW YORK	State WH Changes. Primary Exemption changed. UE Wage Base changed to \$10,900. State Minimum Wage equals \$9.70.	FINAL
NORTH CAROLINA	State WH Changes. Primary Exemption changed. UE Wage Base changed to \$23,100. State Minimum Wage equals \$7.25.	FINAL
NORTH DAKOTA	State WH Changes. Primary Exemption changed. UE Wage Base changed to \$35,100. State Minimum Wage equals \$7.25.	FINAL
OHIO	UE Wage Base \$9,000. State Minimum Wage equals \$8.15.	FINAL
OKLAHOMA	State WH Changes. UE Wage Base changed to \$17,700. State Minimum Wage equals \$7.25.	FINAL
OREGON	UE Wage Base changed to \$38,400. State Minimum Wage equals \$9.75.	FINAL
PENNSYLVANIA	UE Wage Base changed to \$9,750. State Minimum Wage equals \$7.25.	FINAL
PUERTO RICO	UE Wage Base \$7,000. State Minimum Wage equals \$5.08.	FINAL
RHODE ISLAND	UE Wage Base changed to \$22,400. State Minimum Wage equals \$9.60.	FINAL
SOUTH CAROLINA	UE Wage Base \$14,000. State Minimum Wage equals \$8.65.	FINAL
SOUTH DAKOTA	UE Wage Base unchanged at \$15,000. No State Income Tax. State Minimum Wage equals \$8.55.	FINAL
TENNESSEE	UE Wage Base changed to \$8,000. No State Income Tax. State Minimum Wage equals \$7.25.	FINAL
TEXAS	UE Wage Base unchanged at \$9,000. No State Income Tax. State Minimum Wage equals \$7.25.	FINAL
UTAH	UE Wage Base changed to \$33,100. State Minimum Wage equals \$7.25.	FINAL
VERMONT	State WH Changes. Primary Exemption changed. UE Wage Base changed to \$17,300. State Minimum Wage increased to \$10.00.	FINAL
VIRGINIA	UE Wage Base \$8,000. State Minimum Wage equals \$7.25.	FINAL
WASHINGTON	UE Wage Base changed to \$44,000 from \$42,100 in 2015. No State Income Tax. State Minimum Wage equals \$9.47.	FINAL
WEST VIRGINIA	UE Wage Base \$12,000. State Minimum Wage equals \$8.75.	FINAL
WISCONSIN	UE Wage Base \$14,000. State Minimum Wage equals \$7.25.	FINAL
WYOMING	UE Wage Base changed to \$25,400. No State Income Tax. State Minimum Wage equals \$5.15.	FINAL
VIRGIN ISLANDS	UE Wage Base equals \$23,500. State Minimum Wage equals \$8.35.	FINAL