Sage Pro Payroll

Fact Sheet: Origins of W2 Information and Amounts

Overview

This document will provide information on how each Box in the W-2 form has been populated by Pro Series. For each box, it will state which database file and the field that is involved. The PRCRW2.prg is used to produce the W-2.

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Box A to E

Box	Description	DBF(Database File)	Field Involved
Box A	Control Number	Assigned by Program	
Box B	Employer ID#	PRTXJUnn.dbf	Go under **Maintain**,**Taxes**, and then **Jurisdictions** screen.
Box C	Employer Name, Add	SYCCOMP.dbf Rest of Employer info – SYSDATA.dbf	
Box D	Employee SSEC#	PREMPLnn.dbf	
Box E	Employee Name, Add.	PREMPLnn.dbf	

Box 1 to 11

Box	Description	DBF(Database File)	Field Involved
Box 1	Wages, Tips, other compensation	PREHTX + PREMWG	PREHTX –YBASE (FWT) PREMWG -YNQPL
Box 2	Federal income tax withheld	PREHTX	YTAX (FWT)
Box 3	Social Security Wages	PREHTX	YBASE (SSEC)
Box 4	Social Security tax withheld	PREHTX	YTAX (SSEC)
Box 5	MEDIcare Wages & tips	PREHTX	YBASE (MEDI)
Box 6	MEDIcare Tax withheld	PREHTX	YTAX (MEDI)
Box 7	Social Security tips	PREHPT	YTDPAID (tips)
Box 8	Allocated Tips	PREHPT	YTDPAID (tips)
Box 9	Advanced EIC payment	PREHTX	YBASE (EIC)
Box 10	Dependent care benefits	PREHPT	YTDPAID (dpcareben)
Box 11	Non qualified plans	PREMWG	YNQPL
Box 12	See Instructions for box 12	See the "Box 12 Detail" section	

Box 12

Letter	Description	Definition	Database	Field
A	Uncollected social security tax on tips	This number is entered on the Maintain/Employee/W2 screen.	**PREMWG**	**YSSTXTP**
B	Uncollected MEDIcare tax on tips	This number is entered on the Maintain/Employee/W2 screen.	**PREMWG**	**YMDTXTP**
C	Group term life insurance over 50k	The system uses the amount in PREHPT in the YTDPAID field for the latest quarter for each employee. The system will sum all of the records for each pay type that is setup with a pay class that is a group-term life. (Table: PRPTCL. Field: GPTLIFE=.T.). NOTE: There is no box on the pay class maintenance screen for group-term life insurance. As long as the pay class "GRPTERMLIFE" that ships with the payroll module is used though, it will work correctly. If someone has setup their own pay class for group-term life insurance, they will need to go into the PRPTCL database and manually set the GPTLIFE field to **T**.	**PREHPT**	**YTDPAID**
D	Elective deferrals to a section 401(k) cash or deferred arrangement	The system calculates the number from the PREHDE file. The system uses the amount in the YTDDEDU field for the for the latest quarter for each employee. The system will sum all of the records for each deduction that is setup as a "401(k)" type, (Table: PRDEDU Field: DEDPLAN="K")	**PREHDE**	**YTDDEDU**
E	Elective deferrals to a section 403(b) salary reduction agreement	The system calculates the number from the PREHDE file. The system uses the amount in the YTDDEDU field for the for the latest quarter for each employee. The system will sum all of the records for each deduction that is setup as a "403(b)" type, (Table: PRDEDU Field: DEDPLAN="1")	**PREHDE**	**YTDDEDU**
F	Elective deferrals to a section 408(k)(6) salary reduction SEP	The system calculates the number from the PREHDE file. The system uses the amount in the YTDDEDU field for the for the latest quarter for each employee. The system will sum all of the records for each deduction that is setup as a "408(k)(6) SEC" type, (PRDEDU/DEDPLAN="2")	**PREHDE**	**YTDDEDU**

Letter	Description	Definition	Database	Field
G	Elective and nonelective deferrals to a section 457(b) deferred compensation plan (state and local government and tax-exempt employers)	The system calculates the number from the PREHDE file. The system uses the amount in the YTDDEDU field for the for the latest quarter for each employee. The system will sum all of the records for each deduction that is setup as a "457(b)" type, (PRDEDU/DEDPLAN="3")	**PREHDE**	**YTDDEDU**
H	Elective deferrals to a section 501(c)(18)(D) tax-exempt organization plan	The system calculates the number from the PREHDE file. The system uses the amount in the YTDDEDU field for the for the latest quarter for each employee. The system will sum all of the records for each deduction that is setup as a "501(c)(18)(D)" type, (PRDEDU/DEDPLAN="4")	**PREHDE**	**YTDDEDU**
J	Nontaxable sick pay	The system uses the amount in the PREMWG file from the YSICK field. This field is updated only when an amount is entered into the YTD Third party sick pay field on the Maintain/Employee/W2 screen.	**PREMWG**	**YSICK**
K	20% Excise tax on excess golden parachute payments	The system uses the amount in the PREMWG file from the YGPTAX field. This field is updated only when an amount is entered into the YTD Excess golden parachute tax field on the Maintain/Employee/W2 screen.	**PREMWG**	**YGPTAX**
L	Substantiated employee business expense (Federal rate)	We do not print anything for this code.		
M	Uncollected social security tax on group term life insurance coverage	The system uses the amount in the PREMWG file from the YSSLIFE field. This field is updated only when an amount is entered into the YTD tax on group-term life insurance/Social security field on the Maintain/Employee/W2 screen.	**PREMWG**	**YSSLIFE**
N	Uncollected MEDIcare tax on group-term life insurance coverage	The system uses the amount in the PREMWG file from the YMDLIFE field. This field is updated only when an amount is entered into the YTD tax on group-term life insurance/MEDIcare field on the Maintain/Employee/W2 screen.	**PREMWG**	**YMDLIFE**

Letter	Description	Definition	Database	Field
P	Excludable reimbursed moving expenses	The system uses the amount in the PREMWG file from the YMOVEXP field. This field is updated only when an amount is entered into the 'YTD Moving Expense Reimbursements' field on the Maintain/Employee/W2 screen.	**PREMWG**	**YMOVEXP**
R	Employer contributions to your Archer MSA.	The system uses the amount in the PREMWG file from the YMSA field. This field is updated only when an amount is entered into the 'YTD Medical Savings Accounts' field on the Maintain/Employee/W2 screen.	**PREMWG**	**YMSA**
S	Employee salary reduction contributions under a section 408(s) SIMPLE	The system calculates the number from the PREHDE file. The system uses the amount in the YTDDEDU field for the for the latest quarter for each employee. The system will sum all of the records for each deduction that is setup as a "501(c)(18)(D)" type, (PRDEDU/DEDPLAN="P")	**PREHDE**	**YTDDEDU**
T	Adoption benefits	We do not print anything for this code.		
V	Income from exercise of nonstatutory stock options(s)	The system uses the amount in the PREMWG file from the YSTOCKOPT field. This field is updated only when an amount is entered into the 'YTD Exercise of Nonstatutory Stock Option' field on the Maintain/Employee/W2 screen.	**PREMWG**	**YSTOCKOPT**
W	Employer contributions to your Health Savings Account	We do not print anything for this code.		

Box 13 - 20

Box	Description	DBF(Database File)	Field Involved
Box 13	Statutory employee	PREMWG	YSICK – For Third-party sick pay. If > 0 for the most recent quarter for any paytclass that are setup as SICK3PAY. STATUTORY – if checked, do override from Federal exempt condition. Federal exempt by following condition: FWT is exempt but SSEC and MEDI is not exempt. Employee marked as as FWT exempt marks this. Employer override the FWT exempt by checking into the 'Statutory EE' checked box on the Maintain/Employee/W2 screen.
	Retirement plan	PREHDE	YTDDEDU – if > 0 for the most recent quarter for any deductions that are setup as 401k, 403(b), 408(k)(6), 457(b) or 501(c)(18)(D), then the box will be checked.
	Third-party sick pay	PREMWG	YSICK – if > 0 for the most recent quarter for any paytclass that are setup as SICK3PAY.
Box 14	Other	PREHTX	SDI Wages – YBASE (sdi) SDI Taxes YTAX (sdi)
Box 15	State	PREHTX	TAXID
	Employer's ID #	PRTXJU	EMPRID
Box 16	State wages, tips, etc.	PREHTX	YBASE
Box 17	State income tax	PREHTX	YTAX
Box 18	Locality wages, tips, etc.	PREHTX	YBASE

Box	Description	DBF(Database File)	Field Involved
Box 19	Local income tax	PREHTX	YTAX
Box 20	Locality Name	PREHTX	TAXID