

# February 2020

## Key Compliance Dates

### Wednesday, Feb. 5

Semiweekly depositors deposit FICA and withheld income tax on wages paid on Jan. 29-31.

### Friday, Feb. 7

Semiweekly depositors deposit FICA and withheld income tax on wages paid on Feb. 1-4.

### Monday, Feb. 10

Employers file Form 941 for the fourth quarter of 2019 if tax for the quarter was deposited in full and on time.

Tipped employees who received \$20 or more in tips during January report them to the employer on Form 4070.

Employers file Form 940 for 2019 if tax for the year was deposited in full and on time.

### Wednesday, Feb. 12

Semiweekly depositors deposit FICA and withheld income tax on wages paid on Feb. 5-7.

### Friday, Feb. 14

Semiweekly depositors deposit FICA and withheld income tax on wages paid on Feb. 8-11.

### Monday, Feb. 17

Claims for 2019 exemption from income tax withholding expire; employers must begin withholding tax unless employee has submitted a new W-4 to continue exemption for 2020.

### Tuesday, Feb. 18

Monthly depositors deposit FICA and withheld income tax for January.

### Thursday, Feb. 20

Semiweekly depositors deposit FICA and withheld income tax on wages paid on Feb. 12-14.

### Friday, Feb. 21

Semiweekly depositors deposit FICA and withheld income tax on wages paid on Feb. 15-18.

### Wednesday, Feb. 26

Semiweekly depositors deposit FICA and withheld income tax on wages paid on Feb. 19-21.

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23	24	25	26	27	28	29

### Friday, Feb. 28

Semiweekly depositors deposit FICA and withheld income tax on wages paid on Feb. 22-25.

## To-Do List

- Send reminders to individual clients who have not returned tax preparation packets or scheduled appointments.
- Review pros and cons of S corporation election with eligible corporate clients.
- Remind partnerships of March 15 return filing deadline.