

the steward connection

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December 2017



Merry Christmas from all of the staff at
Steward Consulting, Inc!



Please note that Steward Consulting will be closed the following days during the upcoming holiday season:

- Monday, December 25th
- Monday, January 1st

We wish you and your families a Happy Holiday Season and Prosperous 2018!



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Sage Checks and Forms

All Sage W2, 1099, 1094c and 1095c forms are now printed through Aatrix eFiling & Reporting. Pre-printed forms will not be compatible when printing. Don't waste time ordering tax forms that won't work with your software!

[For Sage 100 - for W2 printing:](#)



2017 Year-End IRD & TTU

2017 Year End Interim Release Downloads (IRD) and 2017 Tax Table Updates (TTU) are now available from Sage for download.

You must have the IRD installed prior to printing 2017 W2s and 1099s. As always, we look forward to assisting you with your IRD/TTU installations, year-end processing and W-2/1099 printing questions. Please remember that our call volume dramatically increases at this time of year, so we ask for your patience as we work through the calls we receive. We have increased the number of staff dedicated to assisting with these issues to ensure we handle your requests in a timely manner.

For those on an SCI Support Plan, the plan includes our time to assist you with these year-end installations, as well as resolving your related questions. If you are not on an SCI Support Plan, any assistance will be provided at your hourly rate.

Note(s): (1) You must be on a Supported Version (V2015, V2016, V2017, V2018) as well as a current/active Sage Business Care Plan to receive IRD/TTU updates!

(2) You must be out of the Sage 100 system to install these updates. Our support staff must have admin access to your server for these installs to be completed successfully.

The U.S. federal government has not finalized federal income tax rates for 2018. More information from the IRS is available here: <https://www.irs.gov/newsroom/irs-statement-withholding-for-2018>. When the rates are finalized, Sage will provide another new update, which may also include additional state tax changes. Please watch your emails and this newsletter closely and Steward Consulting will notify you when these updates are available.

We will begin scheduling IRD and/or TTU installations on Tuesday the 26th, Dana will be reaching out then to those that have already

- LW2BLANK4 (blank form only/no envelope OR
- LW2BK4DWS (form w/ envelope bundle)

For Sage 100 - for 1099 printing:

- L99BLANK4 OR
- L99BK4DWS (form w/ envelope bundle)

For Sage 100 - ACA forms (1095):

- L1095BBLK (laser 1095-B blank ACA form w/ instructions)
- L1095CBLK (laser 1095-C blank ACA form w/ instructions)
- ELW2DW4 or ELW2DW4S (envelopes for 1095s)

Remember that Forms 1094 & 1095 Federal and Employer copies can be printed to plain paper.

Whether you order online at www.SageChecks.com or call Sage at 800-617-3224, Sage will ensure that you receive the correct IRS-approved tax form for your Sage software.

Don't forget to mention Steward's order code; PT98182 when you place your order!



Is It Time to Upgrade?

Sage will retire support on Version 2015 effective September 30, 2018! This means Payroll and A/P (for 1099 management) updates will cease for V2015, effective December 31, 2017!

We would like to share with you a few reasons for staying current on Sage 100:

inquired about scheduling. If you don't believe you are already on the list, please email Dana at dconner@stewardconsulting.com and she'll be happy to assist you!



**Save the Date - OKC/Norman
Winter 2018**

Watch your email and future editions of the Steward Connection for more detailed information!



Where can you go to learn more about Steward Consulting, Sage 100, Sage CRM, Sage HRMS, and additional software and enhancements that work with the above?

<https://www.stewardconsulting.com>

**For further information on any of the
above products or events, please call
our office at
918-299-7514 or email
Dana @
dconner@stewardconsulting.com**

Find Us Online!

- Computers die, you hire more people...all this results in the need to buy new hardware. When you upgrade your computer servers and workstations it's imperative that you be on a current version of Sage 100 to ensure compatibility - Sage actively supports the current and prior version of Sage 100. As is the case for virtually all commercial software, Sage does not go back several versions to ensure that every release works on Windows 8 or Windows 10 or future Windows versions.
- Plan to be on the most recent release and most recent product update. These are the versions receiving the product updates which may include new features, bug fixes and software patches.
- All 1099 & W2 form local printing is achieved through Sage eFiling powered by Aatrix. If you've been using the Crystal Report based forms to print 1099 and/or W2s because they still align - be aware those methods are no longer being updated, and as soon as the government changes forms, your printing capability will cease working. (If you print tax forms, such as 941s, you need to be doing so through Aatrix, who is also going to require that you be on a current version)
- Users of Sage 100 Payroll should pay close attention and immediately adopt a policy of staying on the latest version and product update. This is needed for ACA reporting.
- It is not wise to postpone upgrades until the end of the year, work with SCI now to develop a timetable to complete your upgrade prior to Q4, 2018.

The time has come to regularly upgrade your Sage 100 System. It will no longer be feasible to wait several years between version upgrades unless you are only making light use of your Sage 100 System - including no Payroll or AP!

To begin your upgrade process, please email Dana at dconner@stewardconsulting.com today!



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