

# Sage 100 ERP



## Electronic Reporting\*

The Internal Revenue Service Government Regulations outline the procedure for submitting year-end W-2 and 1099 information on electronic media. According to these regulations, companies reporting 250 or more W-2 or 1099 forms must file this information using electronic media. The simple, easy-to-use Electronic Reporting module for the Sage 100 ERP (formerly Sage ERP MAS 90 and 200) system is designed to assist you in complying with these regulations.

The Electronic Reporting module provides the capabilities for reporting wage and payment information from the Payroll and Accounts Payable modules and 1099-INT, 1099-DIV, and 1099-MISC information and submit it electronically in the format required by the federal government.

Several states have also adopted electronic reporting regulations, using the federal reporting requirements as guidelines. Sage 100 ERP users who file W-2s for employees or 1099s for vendors who work or live in the states that comply with either the current federal MMREF-1 format or the TIB-4 format can file their state information using the Electronic Reporting module. This module, connects with the Payroll and Accounts Payable modules, to help you comply with tax regulations quickly and easily.

### BENEFITS

- Generate accurate, fully compliant federal and state reports and minimize rejections
- Eliminate tedious manual entry with information automatically flowing through from the Payroll module
- Automatically retrieve 1099-INT, 1099-DIV, and 1099-MISC information from the Accounts Payable module
- Create state-specific electronic media files using MMREF-1 or TIB-4 formats
- Easily comply with test file requirements

| Selection              | All                                 | Starting | Ending |
|------------------------|-------------------------------------|----------|--------|
| Employee Number        | <input checked="" type="checkbox"/> | 00-      | ZZZZZZ |
| Sort Field             | <input type="checkbox"/>            |          |        |
| Employee Name          | <input type="checkbox"/>            |          |        |
| Social Security Number | <input type="checkbox"/>            |          |        |

- The simple, easy-to-use Electronic Reporting module is designed to assist you in submitting year-end W-2 and 1099 information and complying with regulations.

\*This module is compatible with Sage 100 Standard and Advanced ERP.

## Edition

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Compatible with Sage 100 Standard and Advanced ERP

## Features

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### Integration With Payroll

Electronic Reporting automatically retrieves and transfers W-2 information from the Payroll module, eliminating tedious manual entry for reporting purposes.

### Integration With Accounts Payable

Electronic Reporting automatically retrieves 1099-INT, 1099-DIV, and 1099-MISC information from the Accounts Payable module, providing an easy method for companies to comply with government filing regulations.

### State-Specific Reporting

Specific reporting information for each state varies, depending upon each state's requirements. The Electronic Reporting module supports the states that comply with the federal filing format. This ensures that your system generates accurate filings and minimizes rejections from government agencies.

### Test Runs

Some government agencies require you to submit a test file along with an application to file electronically. The Sage 100 ERP Electronic Reporting module provides test runs of federal and state W-2s and 1099s, giving you the ability to comply with this requirement.

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## About Sage

Sage is a leading global supplier of business management software and services for small and mid-sized businesses. The Sage Group plc, formed in 1981, was floated on the London Stock Exchange in 1989 and now employs more than 12,600 people and supports more than 6 million customers worldwide. For more information about Sage in North America, please visit the company website at [www.SageNorthAmerica.com](http://www.SageNorthAmerica.com). Follow Sage North America on Facebook, <http://www.facebook.com/SageNorthAmerica>, and Twitter, <http://twitter.com/#!/sagenamerica>.