

Upcoming Arizona Training Opportunities

ITG will be offering the following workshops at the IRS office located at 300 West Congress Street in Tucson: Conference Room B.

Basic Employment Tax Workshop – offered two times!

- August 15-16, 2012; 8:30 a.m. - 4:30 p.m.
- October 10-11, 2012; 8:30 a.m. - 4:30 p.m.

Topics:

- Defining Employees vs. Independent Contractors
- Computing the correct taxes for payroll
- Completing Form 941, Employer's Quarterly Federal Tax Return
- Making Federal tax deposits
- Due dates on Tax Returns
- Completing Forms W-2/W-3 and 1099/1096
- Reconciling Forms 941 and W-2 at year end
- Avoiding Penalties
- Meeting rules for an Accountable Plan for Per Diem & Travel Reimbursements
- The IRS Collection Process
- How the IRS and Social Security Administration interact
- Introduction to the Volunteer Income Tax Assistance (VITA) Program, how to get involved

Advanced Payroll Topics Workshop – offered two times!

- August 28-31, 2012; 9:00 a.m. - 4:00 p.m.
- October 23-26, 2012; 9:00 a.m. - 4:00 p.m.

Topics:

- Detecting Fraud
- Foreign Workers
- Fringe Benefits
- IRS Collection and Notices
- Job Training Payments/Compensation
- Loans to Tribal Members
- Money Service Businesses (MSB)
- Non-employee Honorariums & Travel Reimbursements Payroll Advances
- Accountable and Non-accountable Travel Accounts
- Reporting 401-K contributions on the Forms 941 and W-2
- Scholarships
- Third-Party Sick Leave
- Tips & Tip Reporting

Space is limited; only 30 reservations will be accepted for each session. Please e-mail Tricia.L.Miller@irs.gov or Michelle.L.Risk@irs.gov for additional information or to register.