

# Install and Upgrade Guide for Reckon Accounts 2017 Tax Update

Version 1.0

**Copyright**

Copyright © 2017 Reckon Ltd.

All rights reserved

Reckon Software

Locked bag 7522

McMahons Point NSW 2060

**Trademarks**

Acrobat Reader is copyright Adobe Systems Incorporated and Adobe, the Adobe logo, and Reader are either registered trademarks or trademarks of Adobe Systems Incorporated in the United States and/or other countries. Macromedia, Shockwave, and Flash are trademarks of Macromedia, Inc.

Reckon, R logos, Reckon Accounts and Reckon logos are trademarks of Reckon Ltd. Microsoft and Windows are registered trademarks of Microsoft Corporation in the United States and/or other countries. Intel and Pentium are trademarks of Intel Corporation in the United States and other countries. Other products are trademarks of the respective manufacturers.

Software © 2017 Intuit Inc.

**Australian Development Team**

Product Management: Neil Rustidge

Software Development: Andrew Appleby, Mike West, Srilekha Terli

Information Technology: Toby Hede, Tom Morris, Nitesh Bhardwaj, Nathan Houison

Technical Documentation: Neil Rustidge

Quality Assurance: Elvis Olic, Vinia Laguda

Marketing: Matthew Butler, Jane Chan, Rogier de Jonge, Michelle Ayling, Chelsea Koh

## Reckon Accounts 2017 Tax Update Introduction

The purpose of this document, **Install and Upgrade Guide for Reckon Accounts 2017 Tax Update**, is to provide you with information on all the relevant changes which will occur as a result of you installing this Service Pack. It is important that you read it before installing the Service Pack.

The Reckon Accounts 2017 Tax Update Service Pack addresses the following:

- PAYG Tax Tables for 2017/18 financial year
- Payment Summary Format v5.3.0
- EMPDUPE Format v12.0.1
- Working Holiday Maker option
- Reportable Fringe Benefits (Tax Exempt) Tax Tracking Type
- Victorian State Payroll Tax Threshold increase to \$625,000
- Simpler BAS

## PAYG Tax Tables for 2017/18 Financial Year

Although the Federal Budget had no overall major PAYG changes, HELP and SFSS are indexed to CPI and so their thresholds have been adjusted. As a result, new PAYG tax tables apply to Reckon Accounts.

Installing Service Pack 1 will ensure that the correct taxation is applied to salaries and wages in the new financial year from 1 July 2017.

For more information on the new tax tables, visit the following ATO

link: <https://www.ato.gov.au/Rates/Tax-tables/>

## Working Holiday Maker option

For the 2016/17 financial year onwards, Working Holiday Makers need to be identified on the Payment Summaries & EMPDUPE files.

We have added a new 'Working Holiday Maker' option within the Employee Taxes Window

The screenshot shows the 'Taxes' window with the 'Federal' tab selected. The 'Tax' dropdown is set to '8-No TaxC'. The 'Employee Tax Reference Number' field is empty. Under 'Subject to', there are three checkboxes: 'HELP Debt', 'SFSS', and 'CDEP Adjustment', all of which are unchecked. Below these are three input fields for 'Extra Tax', 'Tax Rebate', and 'Tax %', all containing '0.00'. At the bottom, there are two checkboxes: 'Exclude from Payment Summary' (unchecked) and 'Working Holiday Maker' (checked).

The Working Holiday Maker column can be added to the Employee Contact report to show which employees have been selected as Working Holiday Makers

The screenshot shows the 'Employee Contact List' report for 'SampleCo' dated '06/06/17'. The report includes a table with the following columns: Employee, Phone, Address, and Working Holiday Maker. The data row shows 'Sample Employee' with phone number '0298765432' and address '100 George St Sydney, NSW 2000'. The 'Working Holiday Maker' column contains the value 'Yes'.

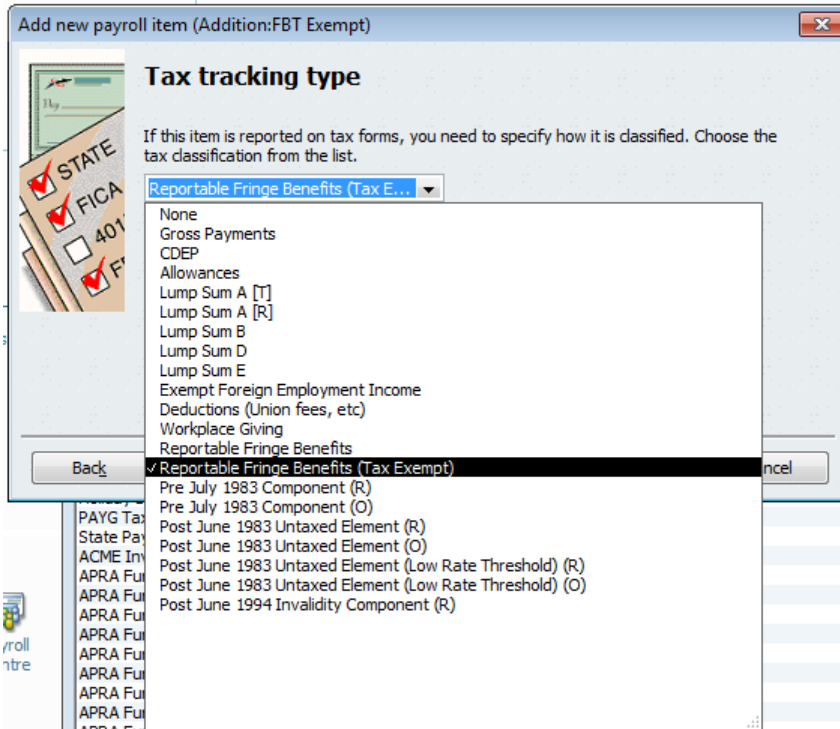
There is a new Gross Payments Type field on the Payment Summary (and within the EMPDUPE Format).

This field will display **H** for Working Holiday Makers and **S** for all other Employees.

Gross payments	\$	<input type="text"/>	Type	<input type="text"/>	Lump sum payments	\$	<input type="text"/>	Type	<input type="text"/>
CDEP payments	\$	<input type="text"/>				\$	<input type="text"/>		<input type="text"/>

## Reportable Fringe Benefits (Tax Exempt) Tax Tracking Type

Some Employers are exempt from paying Fringe Benefits Tax (e.g. Hospitals, Ambulance Services), this is now reportable on the Payment Summaries. To allow users to enter this we have added a new Tax Tracking Type.



There is a new field on the Payment Summary (and EMPDUPE) – **is the Employer exempt from FBT under Section 57A of the FBTA 1986**, the new *Reportable Fringe Benefits (Tax Exempt)* tax tracking type will select the Yes field, the *Reportable Fringe Benefits* tax tracking will select the No field.

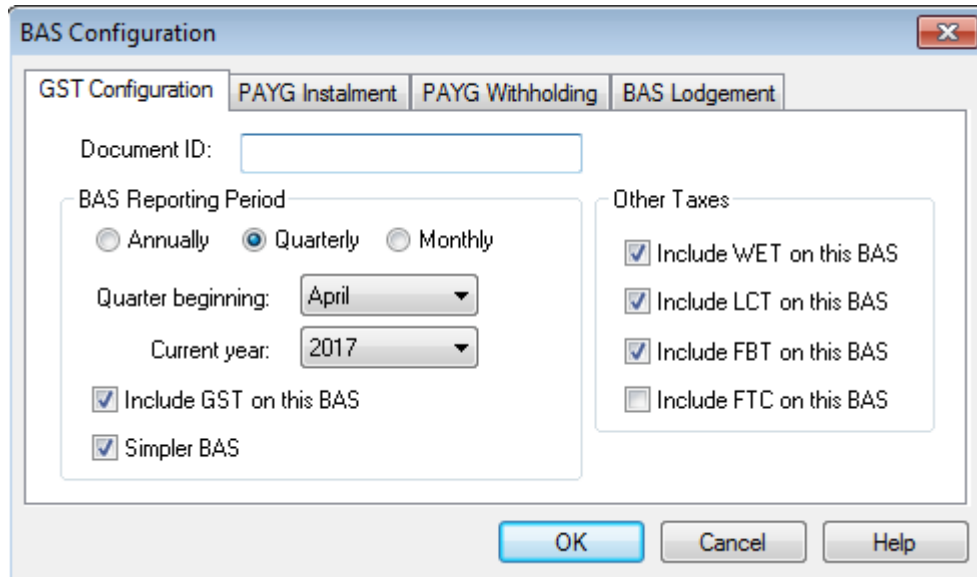
Reportable employer superannuation contributions	\$	<input type="text"/>	
Reportable fringe benefits amount FBT year 1 April to 31 March	\$	<input type="text"/>	
Is the employer exempt from FBT under section 57A of the FBTA 1986?		No <input type="checkbox"/>	Yes <input type="checkbox"/>
Total allowances	\$	<input type="text"/>	Total allowances This amount

## Simpler BAS

Simpler BAS is going to be the default reporting method for Businesses with an annual GST Turnover less than \$10 million.

There's a new Simpler BAS option in the BAS Config window. When selected, those additional fields that no longer need to be reported will be greyed out.

Larger businesses can deselect this option and report the BAS including the additional fields of G2 - G11. (The ATO now refers to this as the Full Reporting Method)



The screenshot shows the 'BAS Configuration' dialog box with the 'BAS Lodgement' tab active. The 'Document ID' field is empty. Under 'BAS Reporting Period', 'Quarterly' is selected. 'Quarter beginning' is set to 'April' and 'Current year' is '2017'. The 'Simpler BAS' checkbox is checked. Under 'Other Taxes', 'Include WET on this BAS', 'Include LCT on this BAS', and 'Include FBT on this BAS' are checked, while 'Include FTC on this BAS' is unchecked. 'OK', 'Cancel', and 'Help' buttons are at the bottom.

**NOTE: Simpler BAS will be enabled by default after applying service pack 1**

## Other Changes

- The Victorian Payroll Tax Threshold has increased to \$625,000
- The Patch includes a fix for an issue when emailing a batch of Pay slips to Employees using Webmail.

## Installation Guide

Reckon Accounts 2017 Tax Table Update is an update for Reckon Accounts 2017 customers. It includes tax tables for the 2017/18 Financial Year.

### Who needs to install this Update?

This update is for ALL versions of Reckon Accounts 2017. If you currently use Reckon Accounts 2017 Plus, Premier and Enterprise Payroll Functionality, you **MUST** install this update to be compliant for the 2017/18 Financial Year.

### Products Affected

The following Reckon Accounts products are affected:

1. Reckon Accounts Enterprise 2017
2. Reckon Accounts Premier 2017
3. Reckon Accounts Plus 2017
4. Reckon Accounts Accounting 2017

### Countries Applicable

Australia

### Size / Name of download

13.3MB

Reckon Accounts\_2017\_TaxUpdate.exe

### Installing Reckon Accounts Tax Table Update

#### **WARNING!**

**This product contains tax tables for 2017/18 Financial Year that take effect from 1st July 2017.**

**You must process employee pays for the 2016/17 Financial Year prior to installing this update. Otherwise your 2016/17 pay calculations will not be correct.**

Once you have installed this update, Reckon Accounts will use the 2017/18 tax tables to calculate pays.

1. Process all pays for the 2016/17 financial year;
2. Rebuild your Reckon Accounts 2017 Company file(s);
3. Create a backup of your Reckon Accounts 2017 company file(s);
4. Exit from Reckon Accounts 2017;

5. Download the **Reckon Accounts\_2017\_TaxTableUpdate.exe** file and save it to a location on your hard drive (For example, C:\[temp] or the Desktop);
6. You must reboot your PC and ensure that Reckon Accounts remains closed during the update process;
7. After rebooting the PC you may need to stop the following Reckon Accounts services:
  - a) QBCFMonitorService or Database Manager Service &
  - b) QuickBook DB26;

To do this:

- a) Click on Start then enter services.msc in the search programs... or Run box;
  - b) Find Database Server Manager or QBCF Monitor Service, right-click and select Properties;
  - c) Click on the Stop button.
8. Use Windows Explorer to locate the **Reckon Accounts\_2017\_TaxTableUpdate.exe**, the file you just saved, and double-click it to run the setup program.  
[Windows 7 and Windows Vista users only] Prior to installing the update ensure that you have UAC turned on and you are logged in as an Administrator;

**Note:** UAC is User Account Control. Go to the Control Panel, click User Accounts.

For all Windows Server installations, the installation must be started via the Add/Remove feature with the Control Panels Add or Remove programs.

9. Follow the on-screen instructions to install Reckon Accounts 2017 Tax Table Update. After installing the update successfully, you can delete the **Reckon Accounts\_2017\_TaxTableUpdate.exe** file. Alternatively, save it to a safe location in case you need to re-install Reckon Accounts and this update at a later date;
10. To check that Reckon Accounts 2017 Tax Table Update has been installed correctly, press Ctrl+1 on your keyboard. Your Reckon Accounts product information should be **Reckon Accounts 2017 Release R2P**. Reckon Accounts 2017 Plus, Premier and Enterprise customers can also verify by checking the tax table version. To do this, go to the Employees Menu and select Tax Table Information. If your tax table version matches **1718262**, it indicates that you have installed the update successfully;
11. **Note:** If you are using Reckon Accounts 2017 in a multi-user environment, you need to install this update on all workstations accessing your company file. You cannot use a company file in a multi-user environment unless all installations are updated to the same version. Please note that in network environments where you are using the Database Manager on a standalone server, the database manager DOES NOT require this upgrade.