

Minnesota Association of Public Accountants Payroll – Hiring, Compliance & Reporting

September 19, 2023

2pm – 3pm

Webinar

Course Information: Our Payroll – Hiring, Compliance & Forms course begins with an analysis of whether an individual is an employee or a sub-contractor. We discuss Employee types, required tax and record-keeping forms, filing requirements, Withholding and deposit rules, and Payroll forms.

Course Objective: Upon completion of this course, you will be able to: Properly classify workers, Identify and maintain the appropriate documentation to be compliant with payroll laws; File for an Employer Identification Number; Properly submit payroll tax deposit payments; Determine if wages classify as taxable, Social Security, Medicare, and/or FUTA wages; Determine which forms of compensation are subject to various state and federal taxes, access resources to monitor potential changes in requirements.

Date	September 19, 2023	Credits	1
Time	2pm – 3pm	IRS Program No:	Pending
Location	Webinar	Field of Study	Taxes
Speakers	TaxSpeaker	Prerequisites	None
Early Registration	September 12, 2023	Course Level	Intermediate
Member Fees:	Early - \$90 After 9/12/2023 - \$115	Non-Member Fees:	Early - \$125 After 9/12/2023 - \$150

Attendee Information:

Attendee Name:	Circle One: CPA EA RAP Other (please specify)		
Firm Name:	PTIN:		
Mailing Address:			
City:	State:	Zip:	
Email:	Daytime Phone:		

Payment Information:

Payment must accompany registration. Registration fee is based upon the date payment is postmarked or received, or the date of online payment. If paying by credit card, all fields are required.

Enclosed is \$_____ in payment of this seminar payable to “MAPA”			
Please Charge (circle one): Visa MasterCard AMX Discover			
Card #:	Security Code:	Exp Date:	
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Billing Address (if different from above)			
City	State:	Zip:	
Cardholder Signature:			

Please note that the MAPA office cannot accept card payment information transmitted by email due to PCI Compliance standards. Cancellation: The registration fee less a \$30 administrative charge can be refunded up to 10 business days before the seminar. An 80% refund can be obtained with written notice of cancellation between 5 and 10 business days prior to the program. No refund for cancellation less than 5 workdays prior, or for no-shows. Space cannot be guaranteed for walk-in or day-of registrations. Registrations are transferable one time only to another offering except as noted.

Please register early. Mail with Payment to: PO Box 301, Big Lake, MN 55309 • Fax: 763-263-8020 • Phone: 612-366-1983