



CertiflexDimension Software Update Notice

2nd Quarter 2020 Employer 941 Form Applications Now Available

July 1, 2020

Dear CertiflexDimension Payroll and Client Write-up Customers:

The much-anticipated 2nd Quarter 2020 Employer 941 forms and final instructions have now officially been released by the Internal Revenue Service. The final update changes have now been incorporated into the CertiflexDimension Payroll/Client Write-up 941 form applications, and these updates are now available for automatic web downloading.

If you are producing your **2nd Quarter 2020 941 Form** from within CertiflexDimension Payroll or Client Write-up, make sure that you have downloaded the latest CertiflexDimension web updates prior to producing your 2nd Quarter 2020 941 Form. Older style 941 applications prior to the 2020 2nd quarter updates were producing a two-page 941 form. The new formats are a three-page 941 form. **DO NOT USE** the older two-page style applications to file 941 returns for the 2nd Quarter 2020 or for future quarters.

Major Changes to 941 Forms Due to New COVID-19 Related Legislation

All CertiflexDimension clients have always been greatly encouraged to download the newest 941 instructions from the IRS prior to completing their quarterly federal reports. The form changes for this quarter are dramatic and you will need to carefully review the updated IRS instructions for these changes, especially if you have paid Family First Coronavirus Response Act (FFCRA) sick or family leave wages, or you are claiming employee retention credits under the **CARES** act. A link to all of the updated IRS 941 forms and instructions is listed below for your convenience.

www.irs.gov/forms-pubs/about-form-941

Sincerely,

Tech-Support Services

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