



Print-N-Sign Tax Forms and eFiling

How much time could you save if your federal and state payroll reports were automatically completed by your Sage BusinessWorks Accounting software?

Now, you can enjoy convenient reporting and greater time savings with the new Print-N-Sign Forms.¹

Imagine the precision of automatically completing forms for all 50 states, plus federal reports such as 941, W-2, W-3, 1099, and more, all from your Sage BusinessWorks system. You'll not only save time on your quarterly and annual reports with the simple-to-use interface and signature-ready, plain-paper forms, but you also have the option of going virtually paperless with eFile.

The eFile capability enables you to electronically send forms and reports—and even make payments. Research shows that the average cost to produce a W-2 in-house is about \$3.24 for each employee. This includes labor, forms, and postage. In contrast, the Complete eFile Service is available for \$1.49 each (minimum \$19.95).

Better still, forms are updated quarterly so you're always in compliance, and every report is saved in its own history file for easy retrieval. Save significant time and use it to focus on other important areas of your business.

Visit www.aatrix.com/sagebusinessworks for a complete list of supported forms.

- Automatically complete over 250 state and federal forms
- Eliminate manual report creation
- Take advantage of eFile*

BASIC eFILE SERVICE

- Any report for only \$7.95. Add 25¢ per employee for employee list reports (such as Unemployment & New Hire)
- W-2 or 1099 federal copy - 49¢
- W-2 or 1099 state copy - 49¢
- W-2 or 1099 federal and state copy - 79¢

COMPLETE W-2 OR 1099 eFILE SERVICE

- Filing your W-2s and 1099s has never been easier! This quick and simple process completes all your W-2 or 1099MISC filing requirements in a fraction of the time it used to take. Simply eFile and your federal and state copy will be sent electronically, your employee copy will be printed, stuffed, and mailed, plus a plain-paper copy will be provided for your records.
- \$1.49 per employee or vendor (\$19.95 minimum charge)

*Additional fees apply

Enhanced Tax Reporting and eFiling: 2006 941 Report

Review / Edit My Copy Federal Copy

2 pages Red Fields must be filled before continuing.

941 for 2006: Employer's Quarterly Federal Tax Return

Employer identification number: 94-2345678

Name (not your trade name): BIKEMOVES INTERNATIONAL

Trade name (if any):

Address: 1278 GOLDEN GATE DR., SAN FRANCISCO, CA 95125

Report for this Quarter (Check one):

- 1: January, February, March
- 2: April, May, June
- 3: July, August, September
- 4: October, November, December

Part 1: Answer these questions for this quarter.

1	Number of employees who received wages, tips, or other compensation for the pay period including: Mar. (Quarter 1), June (Quarter 2), Sept. (Quarter 3), Dec. (Quarter 4)	1	12601.60
2	Wages, tips, and other compensation	2	743.77
3	Total income tax withheld from wages, tips, and other compensation	3	
4	If no wages, tips, and other compensation are subject to social security or Medicare tax	4	<input type="checkbox"/> Check one to line 6
5	Taxable social security and Medicare wages and tips:		
5a	Taxable social security wages	Column 1	12601.60
5b	Taxable social security tips	Column 2	1562.60
5c	Taxable Medicare wages & tips	Column 1	0.00
5d	Total social security and Medicare taxes (Column 2, lines 5a + 5b + 5c = line 5d)		365.45
6	Total taxes before adjustments (lines 3 + 5d = line 6)		1929.05
7	TAX ADJUSTMENTS (Read instructions for line 7 before completing lines 7a through 7c)		2671.82

For help, press F1. DRAFT Page 1 of 1

¹ IRS regulations require that the employee copies of Form W-2 (Copies B, C and 2) and Form 1099 (Except Copy A) are printed on perforated paper and that the individual filing instructions be given to each employee (IRS Publication 1141 Sec. 2.05 & 2.19 and IRS Publication 1179 Sec 4.4.3).

FEATURES

Automatically Complete Over 250 Forms

- Open and complete forms automatically using the data in your Sage BusinessWorks Payroll and Accounts Payable modules.
- Fill out both federal and state forms, including Unemployment, Withholding, and New Hire reports.
- No more worksheets!
- No more typewriters!

Eliminate Manual Report Creation

- Review and edit on screen, then you're ready to print on plain paper, sign, and mail (or eFile).
- No more stocking forms!
- No more alignment issues!

eFile² Forms and Payments

- Gain the option to send state or federal reports through eFile in minutes.
- There are two types of eFile services available:
 - Basic eFile Service
 - Complete eFile Service
- No more folding!
- No more stuffing envelopes!
- Save on postage!
- See more information on eFile and a complete list of available forms: www.aatrix.com/sagebusinessworks

Top 5 Benefits

1. **Save Money** – Minimize the need for preprinted forms.
2. **Increase Productivity** – Prepare your taxes in less time by using signature-ready tax forms including:
 - State tax reports
 - New Hire Reports
 - Unemployment Reports
 - W-2
 - W-3 and many more!

"We used the software for our first-quarter reports and found that it worked very well and cut the time required to prepare these state reports from about 20 hours to under two."

Walter Keeney
Food Express

3. **Minimize data entry errors** – Populates forms using your Sage BusinessWorks employee and vendor data.
4. **Convenient eFiling** – Electronically eFile forms and payments from within your Sage BusinessWorks software.
5. **Easily access historical filings** – Archive every completed form in its own history file for easy-to-find retrieval.

ClientCare Membership Has Its Rewards

As a valued ClientCare subscriber you automatically receive Print-N-Sign plain paper forms¹ for no additional fee. Your membership also entitles you to receive regular updates to ensure your forms remain up to date and are in full compliance.

In addition, you'll automatically receive Sage BusinessWorks software updates and releases, access to the award-winning Sage Software Online support knowledgebase, Tax Table Updates (for Payroll customers), and valuable discounts on business and marketing services through the Saving With Sage program. Upgrade to a Silver or Gold phone support plan and be prepared for every situation with responsive phone, fax, and e-mail support!

Don't have a Sage BusinessWorks ClientCare plan? No problem. Contact your Sage Software business partner or our ClientCare department to renew today. **800-447-5700** or bwsales@sage.com

¹ IRS regulations require that the employee copies of Form W-2 (Copies B, C and 2) and Form 1099 (Except Copy A) are printed on perforated paper and that the individual filing instructions be given to each employee (IRS Publication 1141 Sec. 2.05 & 2.19 and IRS Publication 1179 Sec 4.4.3).

² Aatrix eFile is a system whereby federal, state, or local reports and payments are transmitted electronically to the Aatrix eFile Center, which then forwards them to the appropriate federal, state, or local agency by an approved method (including but not limited to fax or mail). To use the Aatrix eFile system, the online enrollment process must be completed and the Aatrix eFile Center must receive a signed Authorization Form from each company/taxpayer or from an authorized representative of each company/taxpayer.



End-to-end solutions. Expert advice.
Ongoing support. That's Sage 360°.

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Your business in mind.