

What Forms Do You Need to File Taxes?

Submitting payroll taxes on time is crucial to avoid penalties. This infographic provides a handy overview of all the forms employers need to file taxes, what they are for and when they are due.

IRS electronic filing deadline

31
JAN



FORM W-2

Wage and Tax Statements



FORM W-3

Transmittal of Wage and Tax Statements



FORM 1099-NEC

Internal Revenue Service (IRS) form to report nonemployee compensation



FORM 940

To report annual Federal Unemployment Tax Act (FUTA) tax



FORM 941

To report income taxes, Social Security tax, or Medicare tax withheld from employee's paychecks



FORM 944

For small employers (annual liability for social security, Medicare, and withheld federal income taxes is ≤ \$1,000) will file and pay these taxes only once a year

Exception - The deadline may be extended to **February 10**, provided deposits are made in full and on time



FORM 945

To report federal income tax withheld from non-payroll payments

Exception - If you made deposits on time in full payment of the taxes for the year, you may file the return by **February 10**

IRS electronic filing deadline

28
FEB



FORM 1096

Internal Revenue Service (IRS) tax form to accompany other forms filed to report non-employee income

Exception - **January 31** when filed with Form 1099-NEC.
May 31 when filed with Form 5498

IRS electronic filing deadline

31
MAR



FORM 1095-C

To include health insurance coverage information offered to you by your employer



FORM 1099-MISC

Internal Revenue Service (IRS) form to report types of miscellaneous compensation

Exception - If filed by paper, this form is due on **February 28th**



FORM 1095-C

Information about health insurance coverage offered

Exception - If filed by paper, this form is due on **February 28th**