

Quarter Report Deduction Items Summary

Deduction Name	DED	QTD Total	YTD Total	FTD Total	QTD Taxable	YTD Taxable
FED TAX	001	\$73,748.95	\$228,398.75	\$73,748.95	\$833,244.15	\$2,620,391.26
OH TAX	002	\$19,096.24	\$59,424.27	\$19,096.24	\$704,810.89	\$2,213,890.44
EDON TAX	003	\$16,743.11	\$52,640.38	\$16,743.11	\$956,756.34	\$3,008,029.00
76STEUBN	039	\$1,940.80	\$6,116.06	\$1,940.80	\$108,423.88	\$341,678.63
17DEKALB	040	\$600.99	\$1,853.71	\$600.99	\$28,214.86	\$87,027.15
02ALLEN	043	\$0.00	\$7.40	\$0.00	\$0.00	\$500.00
IN	390	\$3,631.84	\$11,476.15	\$3,631.84	\$115,298.46	\$363,396.95
MI STATE	395	\$561.96	\$1,877.35	\$561.96	\$13,134.80	\$43,103.87
VOYA457	516	\$4,374.00	\$13,347.00	\$4,374.00	\$0.00	\$0.00
AMERFIDL	519	\$663.00	\$1,989.00	\$663.00	\$0.00	\$0.00
HSA	529	\$6,170.00	\$18,590.00	\$6,170.00		

After values are entered in the blue QRT fields on the W2 reconciliation worksheet the Full YTD column should balance with the Quarter Report YTD Taxable & YTD Total columns

W2 Reconciliation Worksheet

Quarter Report State Information

Instructions: Using the Quarter Reports, transfer the state totals for each category listed by QTD to the blue highlighted areas. The YTD column information will total across the spreadsheet. From the W2 Report, enter the amounts found on the Grand Totals page in the yellow highlighted areas below. The Difference column will show any differences in balances.

	QRT 1	QRT 2	1 & 2 Qrt YTD	QRT 3	1,2,3 Qrt YTD	QRT4	Full YTD	W2 Report	Difference
Ohio Wages	812,986.48	696,093.07	1,509,079.55	704,810.89	2,213,890.44		2,213,890.44	2,215,962.05	(2,071.61)
Ohio Tax Withheld	21,781.87	18,546.16	40,328.03	19,096.24	59,424.27		59,424.27	59,424.27	-
Other State Wages	134,686.82	113,411.67	248,098.49	115,298.46	363,396.95		363,396.95	363,396.95	-
Other State Tax Withheld	4,271.92	3,572.39	7,844.31	3,631.84	11,476.15		11,476.15	11,476.15	-
Other State Wages	15,960.35	14,008.72	29,969.07	13,134.80	43,103.87		43,103.87	43,103.87	-
Other State Tax Withheld	713.33	602.06	1,315.39	561.96	1,877.35		1,877.35	1,877.35	-

Discrepancies: Allow for rounding discrepancies within reason. Large discrepancies should be researched and documented for audit purposes. Adjustments made using form 941C may cause gross amount to not balance and should be documented.

W2 Report

Report Summary

Code	Description	Count	Tax Withheld	Taxable Gross	Total Gross	Annuities
001	FED TAX	120	\$228,398.75	\$2,622,462.87	\$3,156,928.83	\$534,465.96
	Taxable Benefit		\$35.00			
	Medicare Pickup		\$2,071.61			
	Emplr Hlth Coverage		\$904,461.50			
	HSA		\$67,200.00			
	403(B)		\$1,989.00			
	457		\$13,347.00			
	Section 125		\$146,793.22			
002	OH TAX	107	\$59,424.27	\$2,215,962.05	\$2,673,746.18	\$457,784.13
003	EDON	120	\$52,640.38	\$3,008,029.00	\$3,154,822.22	\$146,793.22
039	76STEUBEN	8	\$6,116.06	\$341,678.63	\$341,678.63	\$0.00
040	17DEKALB	2	\$1,853.71	\$87,027.15	\$87,027.15	\$0.00
043	02ALLEN	1	\$7.40	\$500.00	\$500.00	\$0.00
390	IN	11	\$11,476.15	\$363,396.95	\$429,205.78	\$65,808.83
395	MI	2	\$1,877.35	\$43,103.87	\$53,976.87	\$10,873.00

W2 Reconciliation Worksheet

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 The Difference column will show any differences in balances.

	QRT 1	QRT 2	1 & 2 Qrt YTD	QRT 3	1,2,3 Qrt YTD	QRT4	Full YTD	W2 Report	Difference
Ohio Wages	812,986.48	696,093.07	1,509,079.55	704,810.89	2,213,890.44		2,213,890.44	2,215,962.05	(2,071.61)
Ohio Tax Withheld	21,781.87	18,546.16	40,328.03	19,096.24	59,424.27		59,424.27	59,424.27	-
Other State Wages	134,686.82	113,411.67	248,098.49	115,298.46	363,396.95		363,396.95	363,396.95	-
Other State Tax Withheld	4,271.92	3,572.39	7,844.31	3,631.84	11,476.15		11,476.15	11,476.15	-
Other State Wages	15,960.35	14,008.72	29,969.07	13,134.80	43,103.87		43,103.87	43,103.87	-
Other State Tax Withheld	713.33	602.06	1,315.39	561.96	1,877.35		1,877.35	1,877.35	-

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