



Schenck
Business Solutions

BETTER PEOPLE. BETTER RESULTS.™

Peachtree by Sage News & Views

1st Quarter 2009

Users Group Session

Don't miss the upcoming
Peachtree Users Group meeting!

Wednesday, May 20, 2009 at
Schenck's Fond du Lac office
located at 373 N. Pioneer Road
8:00 a.m. – 10:00 a.m.

The topics discussed will vary.
Bring your specific questions
and challenges for the group's
input. Space is limited, so please
register early by calling 920-
455-4239, or e-mail
kim.smurawa@
schencksolutions.com. You may
also register online at
schencksolutions.com/events.
There is no cost to attend, so
bring a co-worker or business
associate with you! Please
contact your support specialist
with any questions regarding the
users group. Their names and
telephone numbers are listed on
page 2 of this newsletter.

Backup... Backup... Backup...

The only way to ensure the safety of
your accounting records is to back up
your Peachtree by Sage data. We
recommend that you develop a regular
procedure for backing up your data. For
example, if you use Peachtree daily, then
you should be backing up on a daily
basis. Do not overwrite on the same
backup media on a daily basis. Rotate
your backup media so that you have
backups from more than one day
available. Also, before you close either
the payroll or fiscal year, make two
complete backups of your company data.
Store these backups in a safe place for
long-term retention, one on-site and one
off-site.

Why is it so important to back up? You
can restore the backup and access your
company data again if:

1. Your computer system lost data,
lost power during an operation, or
failed in some other manner
2. You closed a payroll or fiscal year
by mistake
3. You need to examine old
transaction detail for auditing
purposes.

Because we are not on-site every day you
use your computer, Schenck Business
Solutions cannot accept responsibility for
lost data due to failure to properly back
up and test the ability to restore data
from backup. If you are unsure of your
ability to back up and restore data, we
would be happy to assist you in
identifying appropriate candidates who
could assist in testing your backup and
restore capabilities.

Peachtree Online Backup Service included in Peachtree 2009

Online backup is similar to Peachtree by
Sage's backup, but with added security of
storing your data offsite on a remote
server. Your data is secure no matter
what happens at your company site. To
start using your 100MB of free online
backup space, select Online Backup from
the File menu. Complete the registration
and click OK. The Online Backup
window is the command center for all of
your Peachtree online backup activities.
From this window, you can set up an
online backup schedule, create a manual
backup, restore an online backup, and
see how much space you have left.

Peachtree by Sage News & Views is published
four times a year and is available to clients and friends of
Schenck Business Solutions at no charge. For name and address
corrections, or to receive the newsletter electronically, please call
Kim Smurawa at 800-676-0829, or email
kim.smurawa@schencksolutions.com.

All dates for events are subject to change; please call for confirmation.

schencksolutions.com 800-236-2246



Finalizing Year-End 2008

After your accountant has finalized your 2008 tax returns, be on the lookout for 2008 year-end adjusting journal entries. It is very important for you to enter these adjustments into your Peachtree by Sage data. This will be the only (and final) time you will post transactions into the prior year.

Change your accounting period back to December 31, 2008 and post each journal entry indicated on the accountant's copy of adjusting journal entries. After completing all of the year-end adjusting entries, go to Reports | General Ledger and print a December 31, 2008 General Ledger Trial Balance. Compare this trial balance to the one furnished by your accountant. If everything matches - congratulations! If not, review the journal entries you posted to be certain that you entered them correctly. If your trial balance still does not match, you may have posted transactions after you furnished your Peachtree data to your accountant. Please contact your Peachtree by Sage Support Specialist for assistance.

Once your numbers are in balance with your accountant's, we suggest printing a final general ledger for the month of December. If you do not print general ledgers monthly, we suggest printing a general ledger from January 1, 2008 to December 31, 2008.

Reminder, Federal Minimum Wage Increase

Effective July 24, 2009, the minimum wage rate will increase from \$6.55 per hour to \$7.25 per hour.

Your Peachtree Support Team

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First Quarter 2009 Payroll Tax Update

Be sure to download the latest payroll tax table immediately if you subscribe to Peachtree by Sage's Payroll Tax Service. There are changes to the 2009 federal tax brackets as part of the Economic Stimulus Plan. Print-n-Sign Tax Forms are updated quarterly. After installing this tax update, you will have the revised tax forms for the upcoming quarter, which includes 941 form changes for the new COBRA subsidy credit.

To download the update, go to Services | Check for Updates and download the April 2009 payroll tax update.

Check software to be sure the update is installed. You can quickly determine if your payroll formulas were properly loaded by opening Peachtree Accounting and your company. From the Help menu, select About Peachtree Accounting. Confirm that the Installed Tax Update version number is 20090401 or 20090402. If the version numbers match, then you have successfully installed this update.

Changes to Wisconsin Unemployment

Beginning with the 2009 calendar year, the maximum unemployment wage base will increase to \$12,000 for each employee, up from \$10,500. **The payroll tax update does not update these user-maintained formulas.** If you have not already done so, you need to manually update your WISUI ER 09 formula.

Go to File | Payroll Tax Tables (ver. 2009 Payroll Formulas) | User-Maintained. In the Formula ID box, search and click on the name WISUI ER 09. In the Formula box, change the limit from \$10,500 to \$12,000. Also, check that your unemployment percent is correct for year 2009.

All employers with 25 or more employees are required to file their WI unemployment quarterly Tax and Wage Reports electronically in the manner and form required by the Department. Please go to the following website to set up and file your Wisconsin unemployment reports online:
<https://unemployment.wisconsin.gov/qtwsradlogin/welcome.aspx>

Schenck Business Solutions provides a full range of services including accounting, tax, payroll, information technology, business consulting, retirement planning, investment and human resource solutions for today's business, government and personal challenges. To learn more about our full line of solutions and how we can help, visit us online at schencksolutions.com, or call 800-236-2246.