



January 2009
Tax Updates
For Navision 2.60

December 11, 2008

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Changes to the Federal Basic Personal Exemption (Federal TD1) and base tax rate come in to effect January 1st, 2009.

Two updates are required prior to running your first payroll of January. The first update report inserts new TD1 values for all employees. The second update – a manual update –creates the new tax brackets.

This is an instruction document intended to assist clients updating tax brackets in NAV. Open Door Technology includes rates in the procedure examples but does not guarantee these rates. Clients are responsible for knowing and entering the correct rates as released by the Canada Revenue Agency (CRA).

CHANGING THE BASIC PERSONAL EXEMPTION

The Basic Personal Exemption can be changed on each employee card or through the object designer.

By employee:

From the **Payroll Menu > Employees > Payroll button > Tax Info**



The screenshot shows a window titled "AH Alice Hart - Employee Tax Info" with a table containing the following data:

	Government Type	Effective Date	Province	Total Credits Claimed	Other Annual Credits	
▶	Federal	01/01/07		8,929.00	0.00	▲
	Federal	01/01/08		9,600.00	0.00	▲
	Federal	01/01/09		10,100.00	0.00	
	Provincial	01/01/07	AB	15,435.00	0.00	
	Provincial	01/01/08	AB	16,161.00	0.00	
	Provincial	01/01/09	AB	16,775.00	0.00	▼
						▼

A "Help" button is located at the bottom right of the window.

Insert a new line, select Federal or Provincial, enter the new Effective Date, select the Province, and enter the new exemption amount.

Through Object Designer:

Go to **Tools > Object Designer > Table**

Find the Employee Tax Info table, click Run.

Set the following filters:

Government Type = Federal

Effective Date = 01/01/08

For each record, create a new record by pressing F3 and using F8 to copy the line information from above, then entering the new Total Credits Claimed amount.

Repeat these steps for the Provincial Authorities.

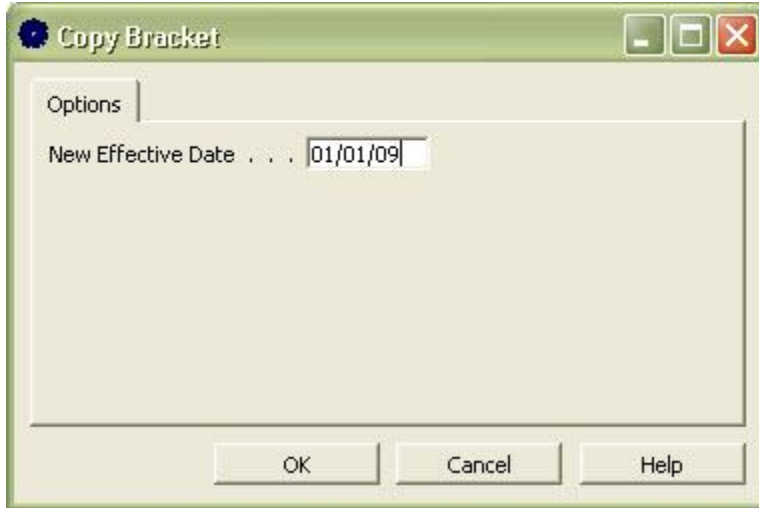
Reporting Authority	Old Amount	New Amount
Federal	9,600	10,100
Alberta	16,161	16,775
British Columbia	9,189	9,373
Manitoba	8,034	8,134
New Brunswick	8,395	8,605
Newfoundland	7,566	7,778
Northwest Territories	12,355	12,664
Nova Scotia	7,731	7,981
Nunavut	11,360	11,644
Ontario	8,681	8,881
Prince Edward Island	7,708	7,708
Saskatchewan	8,945	13,269
Yukon	9,600	10,100

ADJUSTING THE TAX BRACKETS

From the **Payroll Menu > Payroll Controls**

Select each affected Tax pay control > **Calculation button > Brackets**

Using the copy button copy, create a new bracket for each of the following with the Effective Date of January 1, 2009. After copying, remember to select the record with the January 1, 2009 Effective Date before updating the details.



You will need to update the information in the newly created brackets as follows.

Federal Brackets

FED TAX

The image shows a window titled 'Withholding Bracket Amounts FED TAX - Bracket Details'. It contains a table with the following data:

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	15	0.00	0.00	0.00
			38,832.00	22	5,824.80	0.00	0.00
			77,664.00	26	14,367.84	0.00	0.00
			126,264.00	29	27,003.84	0.00	0.00

A 'Help' button is located at the bottom right of the window.

MAX EMPLOYMENT CRED

Reporting Authority Code	Filing Status Code	Activation Code	Tax %	Limit
	↑		0	1,044.00

Help

CPP/QPP LIMITS

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		3,500.00	4.95	0.00	2,118.60	0.00

Help

CPP/QPP W/H

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		3,500.00	4.95	0.00	2,118.60	0.00

Help

CPP/QPP W/H BONUS

Withholding Bracket Amounts CPP/QPP W/H BONUS - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
			0.00	4.95	0.00	2,118.60	0.00

Help

CPP/QPP MAX

Limit + Tax% Bracket Amounts CPP/QPP MAX - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	Tax %	Limit
			0	46,300.00

Help

EI LIMITS

Withholding Bracket Amounts EI LIMITS - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
			0.00	1.73	0.00	731.79	0.00

Help

EI W/H

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	1.73	0.00	731.79	0.00

EI MAX

Reporting Authority Code	Filing Status Code	Activation Code	Tax %	Limit
	↑		0	42,300.00

British Columbia Brackets

BC TAX

Withholding Bracket Amounts BC TAX - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	5.06	0.00	0.00	0.00
			35,716.00	7.7	1,807.23	0.00	0.00
			71,433.00	10.5	4,557.44	0.00	0.00
			82,014.00	12.29	5,668.45	0.00	0.00
			99,588.00	14.7	7,828.29	0.00	0.00

Help

BC TAX RED

W/H Deduction Bracket Amounts BC TAX RED - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	0	0.00	389.00	0.00
			17,285.00	3.2	0.00	389.00	0.00
			29,441.25	0	389.00	389.00	0.00

Help

BC LOW RATE

Tax Credit Bracket Amounts BC LOW RATE - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	%	Amount	Min. Amount	Max. Amount	Per Allowance	From Allowance
	↑		5.06	0.00	0.00	0.00		0

Help

Manitoba Brackets

MB TAX W/H

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	10.8	0.00	0.00	0.00
			31,000.00	12.75	3,348.00	0.00	0.00
			67,000.00	17.4	7,938.00	0.00	0.00

Help

MB LOW RATE

Reporting Authority Code	Filing Status Code	Activation Code	%	Amount	Min. Amount	Max. Amount	Per Allowance	From Allowance
	↑		10.8	0.00	0.00	0.00		0

Help

New Brunswick Brackets

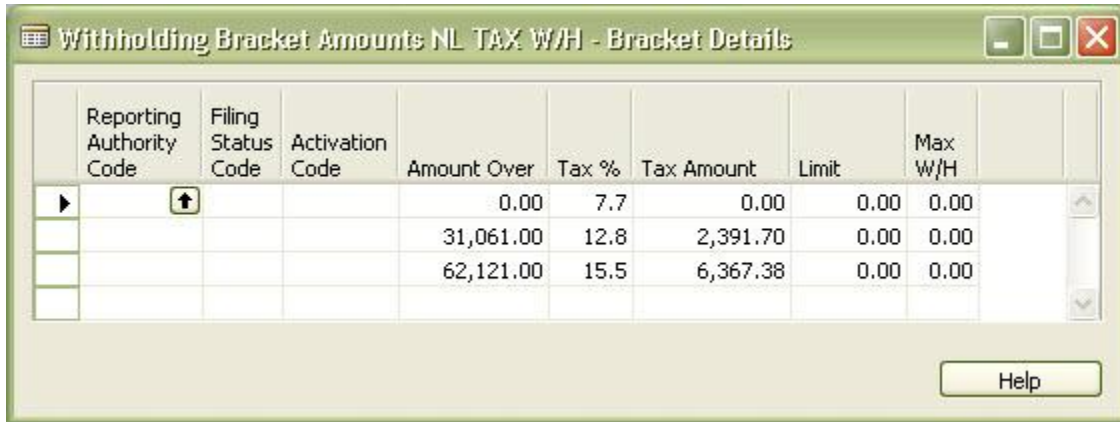
NB TAX W/H

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	10.12	0.00	0.00	0.00
			35,707.00	15.48	3,613.55	0.00	0.00
			71,415.00	16.8	9,141.15	0.00	0.00
			116,105.00	17.95	16,649.07	0.00	0.00

Help

Newfoundland Brackets

NL TAX W/H

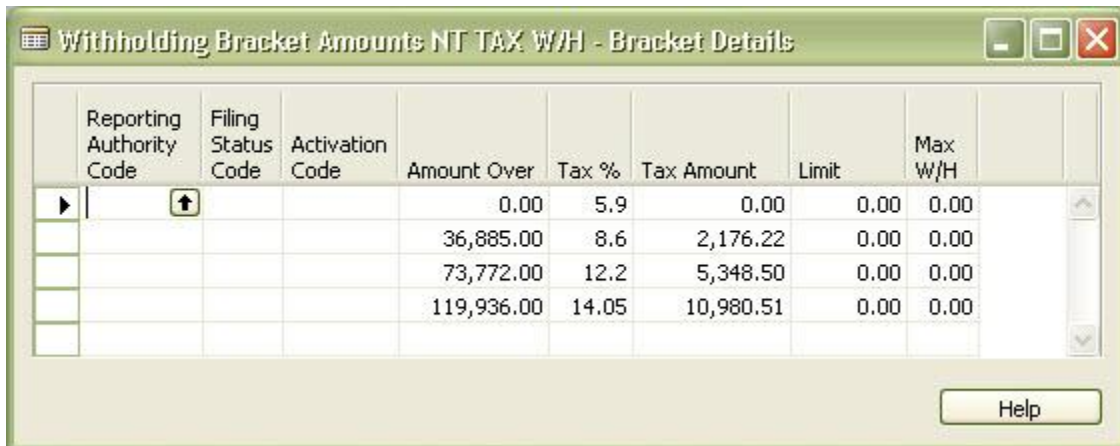


Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	7.7	0.00	0.00	0.00
			31,061.00	12.8	2,391.70	0.00	0.00
			62,121.00	15.5	6,367.38	0.00	0.00

Help

Northwest Territories Brackets

NT TAX W/H



Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	5.9	0.00	0.00	0.00
			36,885.00	8.6	2,176.22	0.00	0.00
			73,772.00	12.2	5,348.50	0.00	0.00
			119,936.00	14.05	10,980.51	0.00	0.00

Help

Nunavut Brackets

NU TAX W/H

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	4	0.00	0.00	0.00
			38,832.00	7	1,553.28	0.00	0.00
			77,664.00	9	4,271.52	0.00	0.00
			126,264.00	11.5	8,645.52	0.00	0.00

Help

Ontario Brackets

ON TAX W/H

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		0.00	6.05	0.00	0.00	0.00
			36,848.00	9.15	2,229.30	0.00	0.00
			73,698.00	11.16	5,601.08	0.00	0.00

Help

ON SURTAX

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
	↑		4,257.00	20	0.00	0.00	0.00
			5,370.00	56	222.60	0.00	0.00

Help

ON BASIC RED

Tax Credit Bracket Amounts ON BASIC RED - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	%	Amount	Min. Amount	Max. Amount	Per Allowance	From Allowance
			0	205.00	0.00	0.00		0
			0	379.00	0.00	0.00	✓	0

Help

Saskatchewan Brackets

SK TAX W/H

Withholding Bracket Amounts SK TAX W/H - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
			0.00	11	0.00	0.00	0.00
			40,113.00	13	4,412.43	0.00	0.00
			114,610.00	15	14,097.04	0.00	0.00

Help

Yukon Brackets

YT TAX W/H

Withholding Bracket Amounts YT TAX W/H - Bracket Details

Reporting Authority Code	Filing Status Code	Activation Code	Amount Over	Tax %	Tax Amount	Limit	Max W/H
			0.00	7.04	0.00	0.00	0.00
			38,832.00	9.68	2,733.77	0.00	0.00
			77,664.00	11.44	6,492.71	0.00	0.00
			126,264.00	12.76	12,052.55	0.00	0.00

Help