April 2009
Tax Updates
For Navision 2.60

April 3, 2008

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In the Budget 2009 announced on January 27, 2009, the basic personal amount, spouse or common-law partner amount and the amount for an eligible dependent were retroactively set at $10,320 (formerly $10,100) effective January 1, 2009.  Therefore, the prorated amounts are outlined in this document.

Two updates are required prior to running your first payroll of April.  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**



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 = 01/01/09

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.


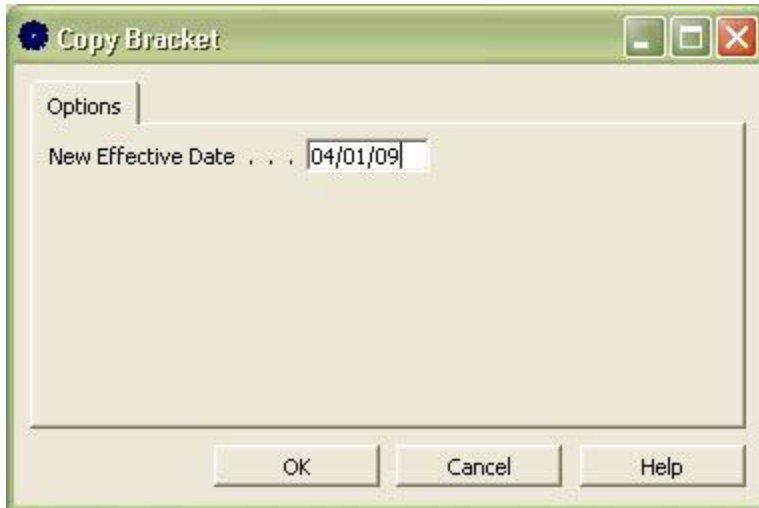Repeat these steps for the Provincial Authorities.

| Reporting Authority | Old Amount | New Amount |
|---------------------|------------|------------|
| Federal | 10,100 | 10,375 |
| Yukon | 10,100 | 10,375 |

# 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 April 1, 2009.  After copying, remember to select the record with the April 1, 2009 Effective Date before updating the details.



You will need to update the information in the newly created brackets as follows.
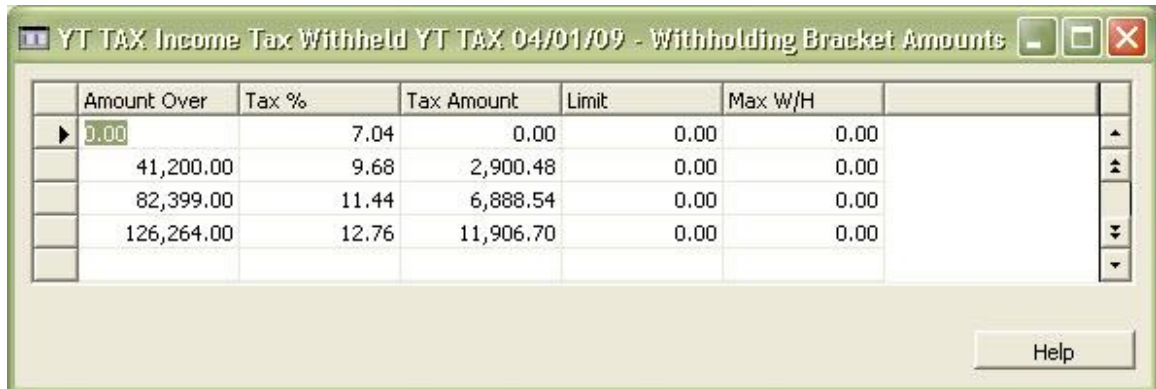
## *Federal Brackets*

**FED TAX**



| Amount Over | Tax % | Tax Amount | Limit | Max W/H | |
|---|---|---|---|---|---|
| 0.00 | 15 | 0.00 | 0.00 | 0.00 | |
| 41,200.00 | 22 | 6,180.00 | 0.00 | 0.00 | |
| 82,399.00 | 26 | 15,243.78 | 0.00 | 0.00 | |
| 126,264.00 | 29 | 26,648.68 | 0.00 | 0.00 | |
| | | | | | |

## *Yukon Brackets*

**YT TAX W/H**

| | Amount Over | Tax % | Tax Amount | Limit | Max W/H | |
|---|---|---|---|---|---|---|
| ▶ | 0.00 | 7.04 | 0.00 | 0.00 | 0.00 | |
| | 41,200.00 | 9.68 | 2,900.48 | 0.00 | 0.00 | |
| | 82,399.00 | 11.44 | 6,888.54 | 0.00 | 0.00 | |
| | 126,264.00 | 12.76 | 11,906.70 | 0.00 | 0.00 | |

Help