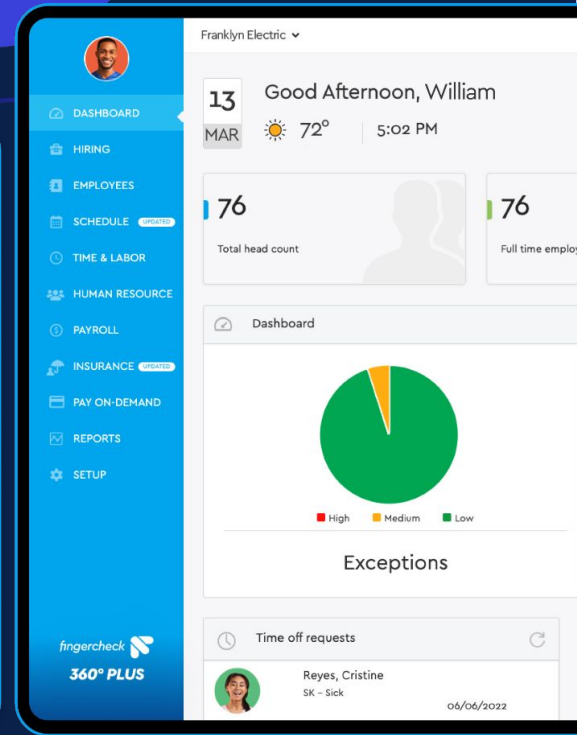fingercheck

What to expect at year-end

A Fingercheck admin's guide to a successful end-of-year filing!
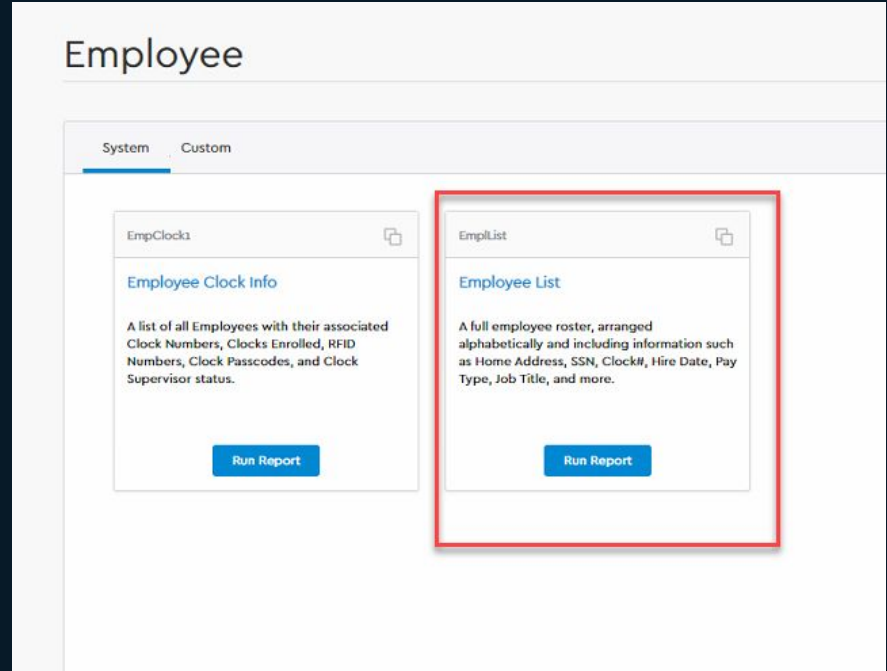
Preparing for year-end

Verify employee information

Verifying names, home addresses and social security numbers as early as possible is a vital step to ensuring W-2s and 1099s process without errors, avoiding unnecessary and costly amendments.

Here you can find a helpful article on how update employee personal information.

fingercheck

Year-end processing

Common Earnings and Deductions

S Corp Medical Earnings

Third-Party Sick Pay

401(k) Lump Sum Deductions

Personal Use of Company Car (PUCC)

Please contact our Customer Support team for assistance with adding these earnings.

W-2 processing

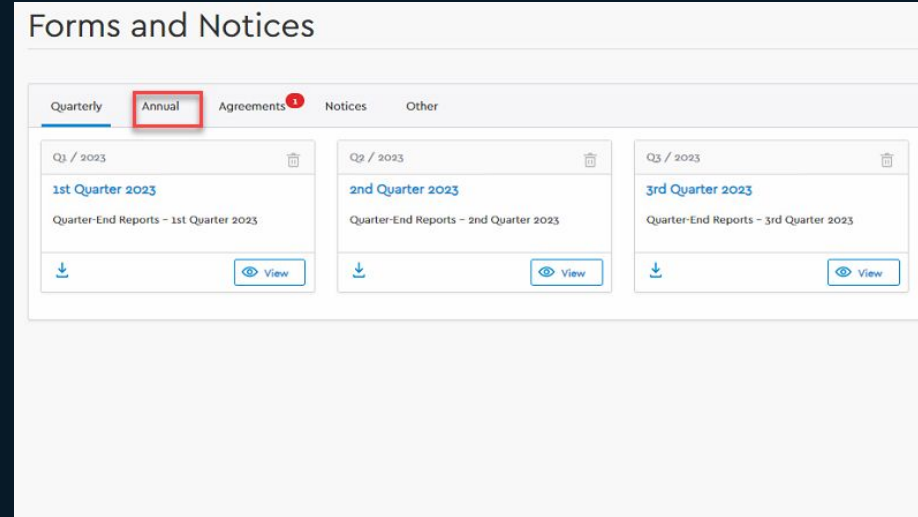- W-2s become available to print during the 2nd week of January.

- Employees can also <u>access their W-2s</u> via self service.

- W-2s can be found in <u>forms and notices</u>.

- Clients have the option to <u>email terminated employees</u> their W-2s right from Fingercheck.

Amendments

W-2Cs

At times, changes aren't identified until after W-2s are processed. Contact Fingercheck's Customer Support team for changes to:

1. Employee Name
2. Social Security Number
3. Total Earnings/Taxes

Once processed, the W-2Cs will be available in [forms and notices](#).

fingercheck

Thank You!

Email: Support@fingercheck.com

Phone: (800) 610-9501

Chat with us on Fingercheck.com or use our 24/7 Virtual Assistant available in-app.