

 <h1 style="text-align: center;">January 2011</h1>						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 New's Year Day
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17 <small>Martin Luther King's Jr.'s Birthday</small>	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Schedule of Events

- January 7th — Deposit payroll tax for payments on Jan 1-4 if the semiweekly deposit rule applies.
- January 10th — Employers are required to report to you tips of \$20 or more earned during Dec 2010
- January 14th — Deposit payroll tax for Dec 2010 if monthly deposit rule applies **MUST FILE ELECTRONICALLY**
- January 17th — Pay the final installment of your 2010 estimated tax. Use Form 1040-ES
- January 19th — electronically filed Sales Tax Payment is due
- January 20th — Lee County Tourist Tax and Solid Waste Tax Payment is due
- January 31st — Furnish Forms 1098, 1099 and W-2 to employees who worked for you during 2010.
- January 31st — Deposit FUTA tax owed through Dec. 2010 **Electronically**
- January 31st — Florida Suta tax return and payment due
- January 31st — File Forms 940, 941, 943, 944 and or 945 if you did not deposit all taxes when due

Semi Weekly Depositor Payment Schedule

If payday falls on Wes, Thurs or Friday, payroll tax deposit is due the following Wednesday.
 If payday falls on Sat., Sun., Mon., or Tuesday payroll tax deposit is due the following Friday

Note: Electronically filed payroll tax is due one day prior to due date.

Accurate Accounting for Small Business

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February 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 Valentine's Days	15	16	17	18	19
20	21 Washing- ton's Birth-	22	23	24	25	26
27	28					

Schedule of Events

- February 10th — Employees are required to report to you tips of \$20 or more earned during Jan.
- February 10th — File 2010 Forms 940, 941, 943, 944 and/or 945 if you timely deposited all required payments
- February 14th — Deposit payroll tax for Jan if the monthly deposit rule applies **ELECTRONICALLY**
- February 15th — File New W-4
- February 18th — Electronic Florida Sales Tax Payment Due
- February 20th — Florida Sales Tax Payment due
- February 20th — Florida Solid Waste Tax Due
- Semi Weekly Depositor Payment Schedule

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Schedule of Events

March 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17 St. Patrick's Day	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- March 1st —W-2's and W-3's due to Social Security Administration
- March 1st — Form 1099's and Form 1096's for 2010 are due to Internal Revenue Service
- March 14th —Electronically filed payroll deposit due
- March 15th — Form 1120 US Corporation Income tax Return and Form 1120S US income Tax Return are due to Internal Revenue Service Center with any tax due.
- March 15th — Form F-1120 Florida Corporate Income/Franchise & Emergency Excise Tax Return Due
- March 15th —Automatic 6 month extension File Form 7004.
- March 15th — Form F-7004 Extension of Time to file Florida F-1120
- March 21st —Florida Sales Tax payment due
- March 21st — Florida Solid Waste Tax due
- March 21st — Florida Tourist Tax Payment due
- March 31st — Electronically file Forms W-2, W-2G, 1098, 1099 and 8027.
- Semi Weekly Depositor Payment Schedule
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April 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 Aprils Fools Day	2
3	4	5	6	7	8	9
10	11	12	13	14	15 Office closes at Noon	16
17	18 Office Closed	19	20	21	22	23
24	25	26	27	28	29	30

Schedule of Events

- April 1st — Lee and Collier Counties Tangible Personal Property tax Returns Due.
- April 11th — Employees are required to report to you tips of \$20 or more earned during Mar.
- April 14th — Electronically filed Payroll Deposits due
- April 15th — Roth and IRA contribution due without an extension
- April 15th — Simple and Sep Contribution due without an extension
- April 18th — Electronically Filed Florida Sales Tax Returns Due
- April 18th — First Quarter 2010 Estimated tax payments due.
- April 18th — **Individuals:** File 2010 Form 1040,1040a or 1040eEZ. For automatic 6-month extension file Form 4868 and deposit estimated tax. Pay the first installment of 2011 estimated tax. **Partnerships:** File 2010 Form 1065 and furnish a copy of Sch K-1 to each partner. File Form 7004 for automatic 5-month extension
- April 19th — Electronically filed Florida Sales Tax Payment due.
- April 20th — Florida Sales tax payment due
- April 20th — Florida Solid Waste Tax due
- April 20th — Florida Tourist tax due
- April 29th — 1st quarter UTC-6 Electronically filed return due with payment
- April 30th — Lee County Tangible Personal Property tax Return due with an extension
- Semi Weekly Depositor Payment Schedule
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May 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8 Mother's Day	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30 Memorial day Office closed	31				

Schedule of Events

- May 1st — Florida Corporation Annual Report Due
- May 2nd — Florida UTC- Form due with payment
- May 2nd — 2nd Quarter Form 941 are due with payment due
- May 2nd — 2nd Quarter FUTA Payment due
- May 3rd — Annual Corporation report due
- May 10th — Employees are required to report to you tips of \$20 or more earned during April.
- May 10th — File Form 941 for 1st quarter for 2011 if you timely deposited all required payments.
- May 13th— Electronically file monthly payroll deposit due
- May 19th —Electronically file Florida Sales Tax Due
- May 20th — Florida Sales Tax payment due
- May 20th —Florida Solid Waste Tax due
- Semi Weekly Depositor Payment Schedule

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June 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19 Father's Day	20	21	22	23	24	25
26	27	28	29	30		

Schedule of Events

- June 10th — Employees are required to report to you tips of \$20 or more earned during May
- June 14th — Electronically filed Monthly Payroll deposit due
- June 15th — 2nd quarter estimated tax payment due
- June 17th — electronically file Florida Sale tax Return
- June 20th — Florida Sales tax return due
- June 20th — Solid Waste Tax Return Due
- Semi Weekly Depositor Payment Schedule

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July 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 Independence Day Office Closed	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Schedule of Events

- July 11th —Employees are required to report to you tips of \$20 or more earned during June.
- July 14th —electronically filed Monthly Payroll Tax Deposit due
- July 19th — Electronically filed Florida Sales tax Due
- July 20th — Florida Sales Tax Due
- July 20th — Solid Waste Tax Due
- July 20th — Florida Tourist tax Due
- Semi Weekly Depositor Payment Schedule

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August 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Schedule of Events

- August 1st — File 2nd quarter Form 941 for 2011.
- August 1st — Deposit FUTA owed through June if more than \$500
- August 1st — 2nd Quarter Form UTC-6 and payment due
- August 10th — Employees are required to report to you tips of \$20 or more earned during July.
- August 10th — File Form 941 for the second quarter of 2011 if you timely deposited all required payments.
- August 12th — Electronically filed monthly payroll deposit due
- August 19th — Electronically Florida Sales Tax Due
- August 22nd — Florida Sales Tax due
- August 22nd — Solid Waste Tax Due
- Semi Weekly Depositor Payment Schedule

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September 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5 Labor Day Office Closed	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Schedule of Events

- September 12th —Employees are required to report to you tips of \$20 or more earned during August
- September 14th — Electronically Monthly Payroll Tax Deposit due
- September 15th—**Individuals:** Pay the third installment of your estimated tax for 2011. **Partnerships:** File 2010 Form 1065 if you timely requested a 5-month extension. **Corporations:** File calendar year 2010 Form 1120 or 1120S if you requested a 6-month extension.
- September 15th —Form F-1120 Florida Corporate Income/Franchise & Emergency Excise Tax return due if requested an extension
- September 19th — Electronically Filed Florida sales Tax return due
- September 20th — Florida sales tax return due
- September 20th — Florida Solid Waste Tax return due
- Semi Weekly Depositor Payment Schedule

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October 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10 Columbus Day	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31 Halloween					

Schedule of Events

- October 11th — Employee are required to report to you tips of \$20 or more earned during September.
- October 14th — Electronically Monthly Payroll Deposit due
- October 17th — **Individuals:** File 2010 Form 1040, 1040A or 1040EZ if you timely requested a 6-month extension. 3rd Quarter Estimated tax payment due
- October 17th — Simple and Sep contribution due if extension was timely filed.
- October 17th — Roth and IRA Contribution due if timely extension was filed.
- October 19th — Electronically Florida sale tax return due
- October 20th — Florida sale tax payment due
- October 20th — Florida Solid Waste Tax due
- October 20th — Florida Tourist Tax Due
- October 31st — 3rd Quarter Form 941 due and FUTA payment is due
- October 31st — UTC-6 return and payment due
- Semi Weekly Depositor Payment Schedule

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November 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11 Veterans Day	12
13	14	15	16	17	18	19
20	21	22	23 Office closed at noon	24 Thanksgiving Day	25 Office Closed	26
27	28	29	30			

Schedule of Events

- November 10th— Employees are required to report to you tips of \$20 or more earned during October.
- November 14th —Electronically Monthly Payroll deposit due
- November 18th —Electronically filed Florida sales tax due
- November 21st— Florida sales tax due
- November 21st — Florida Solid Waste Tax due
- Semi Weekly Depositor Payment Schedule

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December 2011						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 Chanukah	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23 Office Closes at Noon	24 Christmas Eve
25 Christmas Day	26 Office Closed	27 Office Closed	28 Office Closed	29 Office Closed	30 Office Closed	31 New Years Eve

Schedule of Events

- December 12th — Employees are required to report to you tips of \$20 or more earned during November
- December 14th — Electronically Monthly Payroll Deposit Due
- December 19th — Electronically Florida Sale Tax Due
- December 20th — Florida Sales Tax Due
- December 20th — Florida Solid Waste Tax due
- December 31st — Age 70 1/2 deadline for required minimum distribution for those who have begun to receive distributions.
- Semi Weekly Depositor Payment Schedule

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