

**2013 PERIOD ENDING AND ADMINISTRATIVE DUE DATES FOR THE REMITTANCE OF
 EMPLOYER WITHHOLDING AND FILING OF QUARTERLY RETURNS AND W-2 FORMS**

SEMIMONTHLY FILERS Period End Date - 15th and last day of month Due Dates PA-501	MONTHLY FILERS Period End Date - last day of month Due Dates PA-501	MONTHLY, SEMIMONTHLY AND SEMIWEEKLY FILERS Due Dates W-3	QUARTERLY FILERS Period End Date - last day of March, June, September and December Due Dates PA-501/W3	ALL FILERS Due Date W-2
01/18/2013 07/18/2013	02/15/2013	04/30/2013	04/30/2013	01/31/2014
02/05/2013 08/05/2013	03/15/2013	07/31/2013	07/31/2013	
02/21/2013 08/20/2013	04/15/2013	10/31/2013	10/31/2013	
03/05/2013 09/05/2013	05/15/2013	01/31/2014	01/31/2014	
03/20/2013 09/18/2013	06/17/2013			
04/03/2013 10/03/2013	07/15/2013			
04/18/2013 10/18/2013	08/15/2013			
05/03/2013 11/05/2013	09/16/2013			
05/20/2013 11/20/2013	10/15/2013			
06/05/2013 12/04/2013	11/15/2013			
06/19/2013 12/18/2013	12/16/2013			
07/03/2013 01/06/2014	01/31/2014			

2013 SEMIWEEKLY ADMINISTRATIVE DUE DATES

	1st QUARTER 2013 Period Ending 03/31/2013		2nd QUARTER 2013 Period Ending 06/30/2013		3rd QUARTER 2013 Period Ending 09/30/2013		4th QUARTER 2013 Period Ending 12/31/2013	
	Payroll Date	Due Date	Payroll Date	Due Date	Payroll Date	Due Date	Payroll Date	Due Date
1	Jan 1	Jan 4	Apr 1-2	Apr 5	Jul 1-2	Jul 5	Oct 1	Oct 4
2	Jan 2-4	Jan 9	Apr 3-5	Apr 10	Jul 3-5	Jul 10	Oct 2-4	Oct 9
3	Jan 5-8	Jan 11	Apr 6-9	Apr 12	Jul 6-9	Jul 12	Oct 5-8	Oct 11
4	Jan 9-11	Jan 16	Apr 10-12	Apr 17	Jul 10-12	Jul 17	Oct 9-11	Oct 16
5	Jan 12-15	Jan 18	Apr 13-16	Apr 19	Jul 13-16	Jul 19	Oct 12-15	Oct 18
6	Jan 16-18	Jan 23	Apr 17-19	Apr 24	Jul 17-19	Jul 24	Oct 16-18	Oct 23
7	Jan 19-22	Jan 25	Apr 20-23	Apr 26	Jul 20-23	Jul 26	Oct 19-22	Oct 25
8	Jan 23-25	Jan 30	Apr 24-26	May 1	Jul 24-26	Jul 31	Oct 23-25	Oct 30
9	Jan 26-29	Feb 1	Apr 27-30	May 3	Jul 27-30	Aug 2	Oct 26-29	Nov 1
10	Jan 30-31 - Feb 1	Feb 6	May 1-3	May 8	Jul 31 - Aug 1-2	Aug 7	Oct 30-31 - Nov 1	Nov 6
11	Feb 2-5	Feb 8	May 4-7	May 10	Aug 3-6	Aug 9	Nov 2-5	Nov 8
12	Feb 6-8	Feb 13	May 8-10	May 15	Aug 7-9	Aug 14	Nov 6-8	Nov 13
13	Feb 9-12	Feb 15	May 11-14	May 17	Aug 10-13	Aug 16	Nov 9-12	Nov 15
14	Feb 13-15	Feb 20	May 15-17	May 22	Aug 14-16	Aug 21	Nov 13-15	Nov 20
15	Feb 16-19	Feb 22	May 18-21	May 24	Aug 17-20	Aug 23	Nov 16-19	Nov 22
16	Feb 20-22	Feb 27	May 22-24	May 29	Aug 21-23	Aug 28	Nov 20-22	Nov 27
17	Feb 23-26	Mar 1	May 25-28	May 31	Aug 24-27	Aug 30	Nov 23-26	Dec 2
18	Feb 27-28 - Mar 1	Mar 6	May 29-31	Jun 5	Aug 28-30	Sep 4	Nov 27-29	Dec 4
19	Mar 2-5	Mar 8	Jun 1-4	Jun 7	Aug 31 - Sep 1-3	Sep 6	Nov 30 - Dec 1-3	Dec 6
20	Mar 6-8	Mar 13	Jun 5-7	Jun 12	Sep 4-6	Sep 11	Dec 4-6	Dec 11
21	Mar 9-12	Mar 15	Jun 8-11	Jun 14	Sep 7-10	Sep 13	Dec 7-10	Dec 13
22	Mar 13-15	Mar 20	Jun 12-14	Jun 19	Sep 11-13	Sep 18	Dec 11-13	Dec 18
23	Mar 16-19	Mar 22	Jun 15-18	Jun 21	Sep 14-17	Sep 20	Dec 14-17	Dec 20
24	Mar 20-22	Mar 27	Jun 19-21	Jun 26	Sep 18-20	Sep 25	Dec 18-20	Dec 26
25	Mar 23-26	Mar 29	Jun 22-25	Jun 28	Sep 21-24	Sep 27	Dec 21-24	Dec 27
26	Mar 27-29	Apr 3	Jun 26-28	Jul 3	Sep 25-27	Oct 2	Dec 25-27	Jan 2, 2014
27	Mar 30-31	Apr 5	Jun 29-30	Jul 5	Sep 28-30	Oct 4	Dec 28-31	Jan 3, 2014

See reverse side for electronic filing instructions.

TO FILE ONLINE:

First time e-TIDES users must register at www.etides.state.pa.us, creating a User ID and Password.

Step One

- Select "Enter e-TIDES".
- Select "Register", located at the bottom of the page.
- Select "I Agree" to the e-Signature Agreement to create your User ID and Password.

Write your User ID and Password below and keep them in a secure location.

Step Two

- Select "Register Enterprise" from the left navigation.
- Choose your tax type and select "Next".
- Select "I Agree" to the agreement.
- Enter your account number, Entity ID and type of Entity ID, then select "Next".
- Select "File" at the bottom and begin using e-TIDES.

Additional Online help

For instructions and other information, select "Instructions" from the left navigation of the e-TIDES screen.

- Visit the E-TIDES Online Demonstration.
- Access the Online Customer Service Center at www.revenue.state.pa.us.

User ID _____

Password _____

IMPORTANT: Keep User ID and Password in a secure location.

File electronically using e-TIDES at



TO FILE OVER THE TELEPHONE, CALL TELEFILE AT 1-800-748-8299.

All filers (Semimonthly, semiweekly, monthly and quarterly) will need to provide the following information:

- 8-digit PA Employer Withholding Account ID Number
- 9-digit Entity ID (EIN, SSN or number issued by the PA Department of Revenue)
- 8-digit tax period end date (See reverse side.)

If making a payment (501 Deposit):

- Total compensation subject to PA tax is not required to make a payment.
- If no PA tax was withheld, no payment transaction is required.
- Semimonthly, semiweekly and monthly filers will need the total amount of PA tax withheld for the tax period total.
- Banking information (routing number, account number and account type) is required.

If filing a Quarterly Reconciliation (W3), you will need to provide the following:

- Total compensation subject to PA Tax for the quarter;
- Total amount of PA tax withheld per period (Semimonthly, semiweekly and monthly filers only);
- Total amount of PA tax withheld for the quarter; and
- Total deposits for the quarter (including verified overpayments).

If filing an Annual Reconciliation (W-2 Transmittal) you will need to provide the following:

- Total number of individual W-2s (maximum of 10);
- Total compensation subject to PA tax for each quarter;
- Total PA income tax withheld for each quarter;
- 9-digit SSN, total PA compensation, and total PA income tax withheld for each W-2; and
- 8-digit tax period end date (see reverse side)

A confirmation number will be provided as proof of filing. Please record this number for future reference.