



Sage Abra Suite 9.2

Q4 SR1 2017 Release Notes

January 2018

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Product Update Release Notes

Important! All customers who update, maintain, and use Sage Abra Suite should read these release notes to obtain valuable information about changes to the software program and payroll legislative database.

Product Update Information

Product: Sage Abra Suite 9.2

Version: Product Update Q4 SR1 2017

About Product Updates for Sage Abra Suite

Sage Abra Suite Payroll product updates are cumulative. This means that supported taxes, rates, and forms, all previous updates for this product and version, and any hot fixes or patches previously released are incorporated into this update.

Support and Resources

Sage strives to provide you with the best help and support in the industry. If you have a question, we're here to help!

- **Help and documentation:** Many answers to common questions can be found in the help and documentation included with Sage Abra Suite.
- **Customer Support:** For additional articles and resources, visit the Sage Knowledgebase at <https://support.na.sage.com> or contact Customer Support at 800-829-0170. Please have your Sage Customer Number handy when contacting Support.
- **Tax forms:** Because all printed forms have variations, Sage Abra Suite Payroll only supports forms printed by Sage Checks and Forms. Call Sage Checks and Forms at 800-617-3224 or order online at www.SageChecks.com.

Payroll Tax Updates

The following federal, state, and local tax changes are included in this update.

Federal Legislative Updates

There are no federal legislative updates with this release. However, we just received information from the U.S. federal government about updates to the 2018 tax tables as a result of the recent tax reform. We are implementing the updates for the new year, and we will release another update (SR2) in early February. We will notify you when this update is available.

State and Local Legislative Updates

This section lists state and local legislative updates available with this release. If a state or locality is not listed in this section, there are currently no tax updates or product modifications for that state or locality.

Colorado

Colorado withholding instructions have been updated for 2018. Refer to the state publication for more details.

Indiana

The following local taxes have updated rates in the supported tax tables:

Code	Description	Rate	Effective Date
INNA	Bartholomew Cnty N/R Income Tax	1.75%	1/1/2018
INN	Bartholomew County Income Tax	1.75%	1/1/2018
INQ	Carroll County Income Tax	2.0733%	1/1/2018
INQA	Carroll County N/R Income Tax	2.0733%	1/1/2018
INU	Daviess County Income Tax	1.5%	1/1/2018

Code	Description	Rate	Effective Date
INUA	Daviess County N/R Income Tax	1.5%	1/1/2018
INV	Decatur County Income Tax	2.35%	1/1/2018
INVA	Decatur County N/R Income Tax	2.35%	1/1/2018
INBJ	Greene County Income Tax	1.75%	1/1/2018
INFB	Greene County N/R Income Tax	1.75%	1/1/2018
INBM	Howard County Income Tax	1.75%	1/1/2018
INCQ	Howard County N/R Income Tax	1.75%	1/1/2018
INBO	Martin County Income Tax	1.75%	1/1/2018
INRZ	Martin County N/R Income Tax	1.75%	1/1/2018
INEA	Montgomery Cnty N/R Income Tax	2.3%	1/1/2018
INE	Montgomery County Income Tax	2.3%	1/1/2018
INAN	Orange County Income Tax	1.75%	1/1/2018
INEL	Orange County N/R Income Tax	1.75%	1/1/2018
INK	Putnam County Income Tax	2%	1/1/2018
INCX	Putnam County N/R Income Tax	2%	1/1/2018
INBR	Scott County Income Tax	2.16%	1/1/2018
INRV	Scott County N/R Income Tax	2.16%	1/1/2018
INCG	Vanderburgh Cnty N/R Income Tax	1.2%	1/1/2018
INBS	Vanderburgh County Income Tax	1.2%	1/1/2018

Kentucky

Kentucky withholding tables and instructions have been updated for 2018. Refer to the state publication for more details.

Maryland

Effective January 1, 2018, the local tax rate for Cecil County changes to 3%.

Missouri

Missouri withholding tables and instructions have been updated for 2018. Refer to the state publication for more details.

North Carolina

The 2017 EFW2 file has been updated following guidelines from the North Carolina Department of Revenue. Refer to the state publication for more details.

Ohio

The following local taxes have been added in the supported tax tables:

Code	Description	Rate	Effective Date
OHY(Williamsport N/R Local Tax	0.5%	1/1/2018
OHY)	Washingtonville N/R Local Tax	1%	1/1/2018

Pennsylvania

- The following local taxes have updated rates in the supported tax tables:

Code	Description	Rate	Effective Date
PIR6	PA090801 Hulmeville BO	1%	1/1/2018
PBRG	PA150307 W Bradford TP	1.25%	1/1/2018
PHLF	PA040302 Bridgewater BO NR	1%	1/1/2018
PHHU	PA070101 Altoona City NR	1.4%	1/1/2018
PIR7	PA090801 Hulmeville BO NR	1%	1/1/2018
PHP5	PA320103 Burrell TP NR	0.5%	1/1/2018

Code	Description	Rate	Effective Date
PHUW	PA320201 Center TP NR	1%	1/1/2018
PJPZ	PA400304 Plymouth TP NR	1%	1/1/2018
PJZZ	PA400403 Sugar Notch BO NR	1%	1/1/2018
PALN	Black Lick T LST (Ind), PA	0	1/1/2018

- Effective December 15, 2017, the following Pennsylvania localities will report to Keystone Collections Group:

Code	Description
PHJO	PA440101 Armagh TP
PHJP	PA440101 Armagh TP NR
PHQD	PA440102 Bratton TP
PHQE	PA440102 Bratton TP NR
PA6S	PA440103 Brown TP
PHMQ	PA440103 Brown TP NR
PHPC	PA440104 Burnham BO
PHPD	PA440104 Burnham BO NR
PHZI	PA440105 Decatur TP
PHZJ	PA440105 Decatur TP NR
PAN7	PA440106 Derry TP
PHZ6	PA440106 Derry TP NR
PILJ	PA440107 Granville TP
PILK	PA440107 Granville TP NR
PIUH	PA440108 Juniata Terrace BO
PIUI	PA440108 Juniata Terrace BO NR
PAFG	PA440109 Lewistown BO
PIXP	PA440109 Lewistown BO NR
PJG8	PA440110 McVeytown BO

Code	Description
PJG9	PA440110 McVeytown BO NR
PA8A	PA440111 Menno TP
PJEC	PA440111 Menno TP NR
PJNI	PA440112 Oliver TP
PJNJ	PA440112 Oliver TP NR
PKKY	PA440113 Union TP
PKKZ	PA440113 Union TP NR

Rhode Island

Rhode Island withholding tables and instructions have been updated for 2018. Refer to the state publication for more details.

Tennessee

The Unemployment Insurance wage base limit changes to \$7,000 for 2018.

Product Updates

This update does not include any new features or improvements for payroll, HR, Sage Employee Self Service, or My Workforce Analyzer.

Preparing for Year-End Processing

Before you start processing your 2018 payroll, visit the Sage City Year-End Center, where you can get fast answers from Sage support, peers, and product experts at the busiest time of year. You'll find helpful articles, discussion forums, and other links and resources to help your year-end processing go smoothly.

To get started, visit <http://sagecity.na.sage.com/p/yearend> and select Sage HRMS & Sage Abra Suite.

The Year-End Center provides you with information on the following topics:

- Printing and filing W-2s
- Entering employee supplemental information
- Frequently asked questions for year-end processes
- Preparing for your first payroll of 2018

Product Update Installation Instructions

Follow the instructions in this section to download, install, apply, and verify this Product Update.

Before you start:

- Back up your data.
- Ensure that:
 - All users have exited the program.
 - All payroll processes that have been started are complete.

Downloading the Product Update

To download the update:

1. Visit the Sage Knowledgebase at <https://support.na.sage.com>, click **Log on**, and then log on to the site.
2. In the Support by product section, click **Select your product**, and then click **more products**.
3. Under Sage HRMS, click your product and version.
4. In the Latest updates section, click an update to download.
5. In the article, click **Download Now** to launch the Sage Download Manager, or click the **direct download** link to download the executable file.

If the steps above were not performed on the server, copy the unzipped folder to the server before proceeding.

Installing the Product Update

To install the Product Update:

1. To launch the installation program, right-click the Product Update file and run as administrator, or as the current user with administrator rights.

- If applicable, make sure the **Protect my computer and data from unauthorized program activity** check box is *not* selected.
- If there is no option to run as administrator, log on as an administrator, and then double-click the Product Update file.

Tip: Depending on your security system, you may need to right-click on the installation file and select Unblock.

2. After the InstallShield Wizard determines requirements, click **Next** to resume installing the Product Update.
3. Click **Finish** to finish the installation.
4. Back up your data. This ensures that you have a backup of the new version of the software.

Updating Sage Abra Suite Client Files

To update Sage Abra Suite Client files:

1. Launch the Sage Abra Suite Client to initiate the file update process.
2. Click **OK** to proceed and update your files.

After you complete installation and activation, and after you have made any adjustments described in this document, you can resume processing payroll.

Verifying the Product Update

After the update is complete, you can confirm that the update was installed successfully by selecting **Help > About Sage Abra Suite**. The version for this update is 9.2074.