

2023 COATS Standard Tax Updates

08/17/2023

2023 MI TAX TABLE UPDATE

BEFORE performing the following updates **ENSURE** you have done the following:

- 1.) You have successfully backed up your data.
- 2.) You have updated ALL user machines to 13.5.0.
- 3.) ALL users are out of COATS.

STEPS to update MI State Tax Table for 2023

- 1.) Log into the Customer's Only section of the COATS website.
- 2.) Download and save **taxcode21.exe** to your computer (i.e. c:\temp folder).
- 3.) **THE COATS PROGRAM MUST BE CLOSED BEFORE PROCEEDING.**
- 4.) Access the location where the files were saved (i.e. c:\temp).
- 5.) Double click on **taxdata23.exe**.
- 6.) The WinZip self-extracting window will appear wanting to extract the files to your c:\temp folder.
- 7.) **THIS MUST BE CHANGED** to your data location (i.e. f:\coatdata).
- 8.) Click on Browse.
- 9.) Navigate to your data location (i.e. f:\coatdata). *DO NOT SELECT c:\COATS.*
- 10.) Click **OK**.
- 11.) Click **Unzip**.
- 12.) You will be prompted that '**2 files unzipped successfully**'.
- 13.) Click **OK**.
- 14.) If you have multiple databases, repeat steps.
- 15.) If you have a single database, proceed to step 25.
- 16.) Click **CLOSE** to close the WinZip self-extracting window.

To confirm the update was successfully performed:

- 1.) Go to **Maintenance / Codes & Tables / Tax Table**.
- 2.) Scroll down and locate the **MI** code.
- 3.) Percent should read .0405

08/02/2023

2023 ND TAX TABLE UPDATE

BEFORE performing the following updates ENSURE you have done the following:

- 4.) You have successfully backed up your data.
- 5.) You have updated ALL user machines to 13.5.0.
- 6.) ALL users are out of COATS.

STEPS to update ND State Tax Table for 2023

- 17.) Log into the Customer's Only section of the COATS website.
- 18.) Download and save **taxcode21.exe** to your computer (i.e. c:\temp folder).
- 19.) **THE COATS PROGRAM MUST BE CLOSED BEFORE PROCEEDING.**
- 20.) Access the location where the files were saved (i.e. c:\temp).
- 21.) Double click on **taxdata23.exe**.
- 22.) The WinZip self-extracting window will appear wanting to extract the files to your c:\temp folder.
- 23.) **THIS MUST BE CHANGED** to your data location (i.e. f:\coatdata).
- 24.) Click on Browse.
- 25.) Navigate to your data location (i.e. f:\coatdata). *DO NOT SELECT c:\COATS.*
- 26.) Click **OK**.
- 27.) Click **Unzip**.
- 28.) You will be prompted that '**2 files unzipped successfully**'.
- 29.) Click **OK**.
- 30.) If you have multiple databases, repeat steps.
- 31.) If you have a single database, proceed to step 25.
- 32.) Click **CLOSE** to close the WinZip self-extracting window.

To confirm the update was successfully performed:

- 4.) Go to **Maintenance / Codes & Tables / Tax Table**.
- 5.) Scroll down and locate the **NDHH** codes, there are 3 levels.
- 6.) 1st NDHH will hold a Tax Max of 70,350.00

**07/17/2023
2023 IL TAX TABLE UPDATE**

BEFORE performing the following updates ENSURE you have done the following:

- 7.) You have successfully backed up your data.
- 8.) You have updated ALL user machines to 13.5.0.
- 9.) ALL users are out of COATS.

STEPS to update IL State Tax Table for 2023

- 33.) Log into the Customer's Only section of the COATS website.
- 34.) Download and save **taxcode21.exe** to your computer (i.e. c:\temp folder).
- 35.) **THE COATS PROGRAM MUST BE CLOSED BEFORE PROCEEDING.**
- 36.) Access the location where the files were saved (i.e. c:\temp).
- 37.) Double click on **taxdata23.exe**.
- 38.) The WinZip self-extracting window will appear wanting to extract the files to your c:\temp folder.
- 39.) **THIS MUST BE CHANGED** to your data location (i.e. f:\coatdata).
- 40.) Click on Browse.
- 41.) Navigate to your data location (i.e. f:\coatdata). *DO NOT SELECT c:\COATS.*
- 42.) Click **OK**.
- 43.) Click **Unzip**.
- 44.) You will be prompted that '**2 files unzipped successfully**'.
- 45.) Click **OK**.
- 46.) If you have **multiple** databases, repeat steps.
- 47.) If you have a **single** database, proceed to step 25.
- 48.) Click **CLOSE** to close the WinZip self-extracting window.

To confirm the update was successfully performed:

- 7.) Go to **Maintenance / Codes & Tables / Tax Table**.
- 8.) Scroll down and locate the **IL02** code.
- 9.) In the **Option** column, it should now read **4,850.00**.
- 10.) Scroll down and locate the IL05 code.
- 11.) In the Option Column, it should now read 12,125.00

12/31/2022 2023 FEDERAL & STATE TAX TABLE AND FUTA UPDATE

BEFORE performing the following updates ENSURE you have done the following:

- 1.) You have successfully backed up your data.
- 2.) You performed all Year End Processing steps **PRIOR** to this update and running your first checks for payroll dated 2023.
- 3.) You have updated **ALL** user machines to 13.5.0.
- 4.) **ALL** users are out of COATS.

STEPS to update the Federal and State Tax Tables for 2023

- 1.) Log into the Customer's Only section of the COATS website.
- 2.) Download and save **taxcode23.exe** to your computer (i.e. c:\temp folder).
- 3.) Download and save **taxdata23.exe** to your computer (i.e. c:\temp folder).

- 4.) **THE COATS PROGRAM MUST BE CLOSED BEFORE PROCEEDING.**
- 5.) Access the location where the files were saved (i.e. c:\temp).
- 6.) Double click on **taxcode23.exe**.
- 7.) The WinZip self-extracting window will appear wanting to extract the files to your c:\coats folder.
- 8.) Click **Unzip**.
- 9.) You will be prompted that '**8 files unzipped successfully**'.
- 10.) Click **OK**.
- 11.) Click **CLOSE** to close the WinZip self-extracting window.
- 12.) If you have local installations for multiple users of COATS, BE SURE to perform the above steps on each workstation that has COATS installed.
- 13.) If all users remote a server to access the COATS program, this step only needs to be completed on the server.
- 14.) Double click on **taxdata23.exe**.
- 15.) The WinZip self-extracting window will appear wanting to exact the files to your c:\temp folder.
- 16.) **THIS MUST BE CHANGED** to your data location (i.e. f:\coatdata).
- 17.) Click on Browse.
- 18.) Navigate to your data location (i.e. f:\coatdata). *DO NOT SELECT c:\COATS.*
- 19.) Click **OK**.
- 20.) Click **Unzip**.
- 21.) You will be prompted that '**2 files unzipped successfully**'.
- 22.) Click **OK**.
- 23.) If you have **multiple** databases, repeat steps 14-22.
- 24.) If you have a **single** database, proceed to step 25.
- 25.) Click **CLOSE** to close the WinZip self-extracting window.
- 26.) Proceed with the additional steps on the next page.

To confirm the update was successfully performed:

- 12.) Go to **Maintenance / Codes & Tables / Tax Table**.
- 13.) Scroll down and locate the **FICA** code.
- 14.) In the **Tax_max** column, it should now read **160,200.00**.

Please visit '**States with Special Tax Considerations**' from the Customer Portal/Downloads Site for the following states that have additional steps and/or information that are REQUIRED:

**California
Connecticut
Colorado
Massachusetts
New Jersey
New York**

Oregon
Pennsylvania
Washington

*****FUTA AND SUTA RATES****

AFTER RUNNING THIS UPDATE: You MUST verify your FUTA and SUTA rates to ensure they are current for 2023. THE IRS AND STATE RULES CHANGE FREQUENTLY. Consult your TAX ADVISOR for their guidance and assistance with your rates.

**IRS AND STATE RULES CHANGE FREQUENTLY
CONSULT YOUR TAX ADVISOR FOR THEIR ASSISTANCE**
