

## COATS

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## Visual Updating NJ Unemployment (UI & WS/ SWF)

*Revised December 2022*

### Updating the NJ UI & WF/SWF

**SITUATION:** You withhold Unemployment Insurance & Workforce Development and Supplemental Workforce Funds taxes in New Jersey and need to ensure that these taxes are withheld from employees' paychecks for 2023.

UI 0.003825 / WF & SWF 0.000425	=	0.004250
41,000.00 Max	=	\$174.25 (max withheld)

#### **STEPS:**

1. Click on **Maintenance / Unemployment**.
2. Locate **NJ**.
3. Click the yellow **Read Only** in the lower right to place the form in Edit Mode.
4. In the **Tax Max** field, update to: **174.25**
5. In the **Tax%**, update to: **.00425**.
6. **X** out of all screens.