
W-2 Preview

Netchex has a collection of year end reports to aid you in preparing for a successful year-end. Please take some time and review the reports listed below to confirm the accuracy of your company and employee data in Netchex.

Note: We reserve the first 2 business days of January for you to review your final year-end data before we begin printing your W-2 forms.

FUTA Credit Reduction Report

Employers in the Virgin Islands will potentially pay increased Federal Unemployment Tax (FUTA) taxes in January 2020 for wages paid in 2019 to repay state unemployment insurance loans. This report will allow you to review the current YTD amount of your liability if you pay employees in either of these states. Netchex will notify you of the total liability due in December and will collect any outstanding balance due on an invoice. ***The liability is due to the IRS on 1/31/2020.***

Employee Tax Profile Report

This report lists all employees with wages in the selected year(s) and their tax setup, which includes W-2 classification and any blocked taxes specific to that employee.

W-2 Verification Report

This report lists all earnings and deduction codes used in the selected year(s) and their mapping on the W-2 form. It includes your company's legal name and address for you to review and the address to which your W-2s will be delivered. ***Communicate any changes to your delivery address with your Client Service Representative as soon as possible. You can also update your information online in Netchex.***

Year End Exception Report

This report will notify you of potential issues with individual W-2s. These issues include demographic information, such as invalid Social Security numbers, and wage comparisons that could indicate a problem with the W-2.

Print Forms W-2 (Reissue)

This allows you to view your employer copy of an employee's W-2. It can also reissue a lost W-2 to your employee.

Note: There will be a watermark on the W-2 indicating this report is for reference only until your company's wages have been verified by our tax department. This will be removed once your W-2s are ready for printing.

Print 1099 - MISC Forms (Reissue)

This allows you to view your employer copy of an employee's 1099-MISC. It can also reissue a lost 1099-MISC to your employee.

Note: There will be a watermark on the 1099-MISC indicating this report is for reference until your company's wages have been verified by our tax department. This will be removed once your 1099-MISC forms are ready for printing.