

Massachusetts Taxes



NEW employers in Massachusetts, please follow steps 1 thru 4
EXISTING employers in Massachusetts, complete steps 3 and 4 only

1. Register for your State Withholding Tax Number

Please visit the Mass.gov website at <https://mtc.dor.state.ma.us/mtc/#1> and click on "register as a new taxpayer" and then click on "Register a business". Follow all prompts to submit your information. You should receive your State Withholding number immediately upon registering. You will also receive your tax deposit schedule. For further questions, please contact the Department of Revenue at **617-887-6367**.

2. Register for your Unemployment Tax Number

Please visit the DUA website online at <https://uionline.detma.org/Employer/Core/Login.ASPX> You will need to click on the 'Employer Registration' link and follow all instructions to register. You should receive your account number and contribution rate immediately after applying. Please give both numbers to Payroll city in a timely manner. For further questions, please call the Department of Unemployment Assistance at **617-626-5075**.

3. Assign Payroll City as your Third-Party Administrator

This step is required for all Payroll City clients, as this gives us the permission to file and pay taxes on your behalf. Log in to your DUA account and select Account Maintenance and then Third-Party Administrator (TPA) Authorization. Enter Payroll City's TPA ID (**102348**) and assign TPA roles Account Maintenance Update, Payment Update and Employment and Wage Detail Update. Click SAVE to complete the authorization. For further questions call **617-626-5075**.

4. Submit your Tax ID numbers and applicable rates to Payroll City.

Effective 1/1/2021 the paid family and medical leave taxable wage base, which is based on the federal social security taxable wage base will be \$142,800.00. Employee contributions will continue to be up to a maximum of 0.378% of annual wages with maximum amount of \$539.78. Employer contributions continue to be 0.372% of annual with maximum contribution of \$531.22.

Please visit the American Payroll Association for more links to state taxing agencies.

<https://www.americanpayroll.org/news-resources/resource-library?>