

RBA's PA Earned Income Tax Application Software
eReporting - Employer Web Based Tax Reporting System
The Most Comprehensive System Available Today

**This stand-alone application allows you to interface with other back office software.
You are not required to purchase the RBA EIT back office system.**

The eReporting system is composed of the following modules:

- **Registration**
 - Registering an organization for the purpose of reporting EIT and LST information is automatic; the only Tax Bureau intervention is the option to verify/approve the registration.
 - Demographic information about the organization is collected.
 - Forgotten passwords and usernames can be reset by the Organization automatically via email.
 - The Organization can update information on an as needed basis.

- **Worksites (Locations)**
 - The Organization enters pertinent information on all worksites where business is conducted and there are employees whose payroll information will be reported.
 - An unlimited number of worksites can be maintained for each registration.
 - Multiple AKAs and Owners can be associated and maintained for any worksite.
 - Each worksite's County, School District and PSD are identified to enable tax rates to be determined.
 - The withholding rate takes into consideration the resident, non-resident, distressed and open space circumstances.

- **Entering Employee Data**
 - Any Organization can maintain their Certificates of Residency online whether or not they use the system to report their payroll information.
 - Multiple residencies and multiple worksites are supported per taxpayer per reporting period.
 - Each employee residency's County, School District and PSD are identified for allocation purposes.
 - Meets criteria of Act 60 of 2006 (communication of social security numbers).

- **Submitting W2 Tax Information (Returns)**
 - Self Employed Reporting
 - Self-employed Individuals can file their Quarterly Information online.
 - These individuals can make their Estimated Quarterly Payments through this system as well.

 - Direct Submission (Entry) Option
 - A direct entry method of reporting to the TCD for organizations with limited data processing capabilities or a small number of employees.
 - The system automatically populates employee information based on the Certificate of Residency data, speeding up entry and reducing the organization's workload.
 - The data can be sorted in a variety of ways including by SSN or alphabetically by last name for data entry convenience.



- Users do not have to complete entering a return in one session. The system allows the user to save their data and return later to finish processing.
 - After a user has completed entering a return, and before payment, the submission can still be edited by adding, deleting or modifying entries.
 - Electronic Submission (Upload) Option
 - The system accepts a variety of predefined file layouts and formats; i.e. excel spreadsheet.
 - Allows for an unlimited number of worksites and filing periods in each file uploaded.
 - Creates an individual return for each worksite by reporting period for ease of processing.
 - Validates data formatting and completeness during import.
 - Designed to handle with ease an employer using the Wal-Mart option.
 - Errors and Warnings can be printed by error code or by employee, simplifying the correction process.
 - Electronically submitted data can be edited online if errors and/or warnings are detected, rather than having to resubmit the entire data file.
 - Upon submission, the user will be assigned a Submission ID for their records. A Submission Acknowledgement is available to print.
- **On-Line Payments**
 - eReporting includes a variety of payment options:
 - On-Line credit cards, debit cards and electronic checks.
 - Organization requests for ACH credits and debits.
 - Printing of vouchers to be included with mailed and delivered payments.
 - Payment Plans and Bankruptcies.
 - The Tax Collection District has the ability to choose which of these options they wish to offer.
 - Penalty and Interest are automatically calculated for Earned Income Tax, and are allowed to be entered for Local Service Tax.
 - The system allows for the entry of credits and adjustments.
 - The payment date defaults to today's date, but can be adjusted up to the due date, allowing for early filing by organizations. This is optional by TCD.
 - Upon payment, the user will be assigned a Voucher ID for their records. A Payment Voucher is available to print which includes a summary of all the Submissions processed for that payment.
- **Miscellaneous**
 - Email is widely used throughout the system to reduce the need for TCD personnel to be directly involved in the day to day management of the system.
 - The system can interface with other back office software through a common export file, eliminating the need for the back office software to accept the various originating file formats.
 - The TCD has the option of which portions of the program they wish to use. They can turn on or off any function at any time.
 - Much of the system is configurable by the TCD.
- **The TCD use of the eReporting software is supported by the fully staffed RBA Client Support Center.**

