

Help Docs

Pay and Tax > Year-end Tax Forms

The **Year-end Tax Forms** screen displays forms for the current year (if closed) and the past years. All forms are displayed in the summary layout.

| Summary | | |
|--------------------|--------------------|----------------------|
| Name ¹¹ | Year ¹¹ | Instructions |
| 1095-C | 2019 | View |
| W-2 | 2019 | View |

To view your Year-end Tax Form, click on the **Name** of the form in the first column. A pop-up appears indicating that your form is generating. Once available, the form is available in PDF. Open the PDF and view and/or print your Year-end Tax Form. Here is an example of a W-2 stored in this section.

| Copy B--To Be Filed With Employee's FEDERAL Tax Return | | | | OMB No. 1545-0008 | | | |
|--|--|---|---------------------------------------|--|--|--|--|
| This information is being furnished to the Internal Revenue Service. | | | | | | | |
| a. Employee's social security number 222-33-4453 | 1. Wages, tips, other compensation 406.00 | 2. Federal income tax withheld 16.37 | | a. Employee's social security number 222-33-4453 | 1. Wages, tips, other compensation 406.00 | 2. Federal income tax withheld 16.37 | |
| b. Employer ID number (EIN) 13-9999999 | 3. Social security wages 406.00 | 4. Social security tax withheld 25.17 | | b. Employer ID number (EIN) 13-9999999 | 3. Social security wages 406.00 | 4. Social security tax withheld 25.17 | |
| d. Control number 2005-30044 | 5. Medicare wages and tips 406.00 | 6. Medicare tax withheld 5.89 | | d. Control number 2005-30044 | 5. Medicare wages and tips 406.00 | 6. Medicare tax withheld 5.89 | |
| c. Employer's name, address, and ZIP code Fusion Test-Training 100 Main St New York, NY 10004 | | | | c. Employer's name, address, and ZIP code Fusion Test-Training 100 Main St New York, NY 10004 | | | |
| e. Employee's name, address, and ZIP code Edgar S Johnson 3276 Haga Drive San Jose, 10005 | | | | e. Employee's name, address, and ZIP code Edgar S Johnson 3276 Haga Drive San Jose, 10005 | | | |
| 7. Social security tips | 8. Allocated tips | 9. | | 7. Social security tips | 8. Allocated tips | 9. | |
| 10. Dependent care benefits | 11. Nonqualified plans | 12a. Code See inst. for Box 12 | | 10. Dependent care benefits | 11. Nonqualified plans | 12a. Code See inst. for Box 12 | |
| 13. Statutory employee Retirement plan Third-party sick pay | 14. Other NYSDI 0.60 | 12b. Code | | 13. Statutory employee Retirement plan Third-party sick pay | 14. Other NYSDI 0.60 | 12b. Code | |
| 15. State NY | | Employer's state ID number 139999999 0 | 16. State wages, tips, etc. 406.00 | 17. State income tax 9.84 | | | |
| 18. Local wages, tips, etc. 406.00 | | 19. Local income tax 6.81 | 20. Locality name NEW YORK | | | | |

Also available under **Summary** are the Instructions for the Year-end Tax form selected. Simply choose the **View** icon on the right-hand side for them to populate.

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