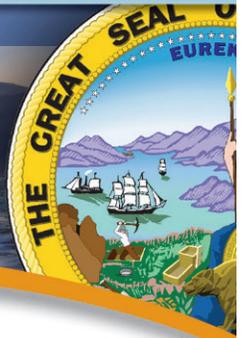




California Employer

Taxpayer Assistance: 888-745-3886



Second Quarter 2015

Are You a Household Employer?

You must register with the Employment Development Department (EDD) as an employer within 15 days after you have paid \$750 or more in cash wages in a calendar quarter to one or more individuals who work as your household employee.

Once you've registered, you will be considered one of two types of household employers based on the wages that you paid in one calendar year – an **Annual** or a **Quarterly** household employer.

The type of household employer you are

will determine the frequency that you must submit payroll tax reports and pay payroll taxes – annually or quarterly.

Annual Household Employer: You are an **Annual** household employer if you pay **\$20,000 or less in wages** (cash and noncash) in one calendar year **and** you elect to make one yearly payment for your California payroll taxes.

Quarterly Household Employer: You are a **Quarterly** household employer if you pay **more than \$20,000 in wages** (cash and noncash) in one calendar year;

or you pay **\$20,000 or less in wages** (cash and noncash) in one calendar year **and** you elect to make quarterly, rather than yearly, payments for your California payroll taxes.

As a Quarterly employer you must file wage reports quarterly and pay payroll taxes at least quarterly.

The table below explains household employer requirements for filing payroll tax reports and making tax payments. For more information, refer to page 5 of the [Household Employer's Guide \(DE 8829\)](#).

	Annual Household Employer	Quarterly Household Employer
Requirements	Reports wages quarterly and pays taxes annually.	Reports wages quarterly and pays taxes quarterly.
Annual Wage Threshold	Pays household wages of \$20,000 or less annually, and elects to be an annual household employer.	Pays household wages that exceed \$20,000 annually. or Pays household wages of \$20,000 or less annually and does not elect to be an annual household employer.
Forms Required:		
Registration	<ul style="list-style-type: none"> • <i>Registration Form for Employers of Household Workers</i> (DE 1HW). • <i>Employer of Household Worker Election Notice</i> (DE 89) if election is made after filing DE 1HW. 	<ul style="list-style-type: none"> • <i>Registration Form for Employers of Household Workers</i> (DE 1HW).
Each Quarter	<ul style="list-style-type: none"> • <i>Employer of Household Worker(s) Quarterly Report of Wages and Withholdings</i> (DE 3BHW). 	<ul style="list-style-type: none"> • <i>Payroll Tax Deposit</i> (DE 88) with payment. • <i>Quarterly Contribution Return and Report of Wages</i> (DE 9). • <i>Quarterly Contribution Return and Report of Wages (Continuation)</i> (DE 9C).
Each Year	<ul style="list-style-type: none"> • <i>Employer of Household Worker(s) Annual Payroll Tax Return</i> (DE 3HW) with payment. 	

NOTE: If you are an Annual household employer and your total accumulated wages paid exceed \$20,000 during the year, you must notify the EDD immediately to change your filing status to Quarterly household employer. For additional information, refer to page 24 of the [Household Employer's Guide \(DE 8829\)](#) online.

Online. Anytime: e-Services for Business.

CalJOBSSM Is a Valuable Tool for California Employers

You may think of [CalJOBSSM](#) as California's largest online resource for job seekers, but the EDD wants to share with you the outstanding business services available to employers.

Recruitment Services

CalJOBSSM provides employers with a preeminent recruitment service. With CalJOBSSM, you can use a variety of tools to find new staff, retrain employees, and strategize business decisions. These services are offered at no cost.

CalJOBSSM screens applicants and manages logistics for you automatically.

Once you register and post your job opening(s), applicants are immediately

available. The system sorts for appropriate candidates – by comparing the position's needs to an applicant's skills – and organizes the recruitment process.

"Virtual Recruiter"

For your convenience, the "Virtual Recruiter" feature continually searches for qualified candidates and sends you alerts when one is found. It is easy to use and will generate results with just a few clicks.

Labor Market Information Services

CalJOBSSM also offers labor market information services. As a business owner, you can plan for the future with up-to-date reports on local and statewide business trends, as well as find answers to commonly asked questions.

CalJOBSSM helps California's economy by providing reliable online employment services and accurate business environment assessments at no cost.

Visit [CalJOBSSM](#) today.

Payroll Tax Seminars

Whether you're considering starting your own business, you've recently opened a business, or your business is well-established, the EDD offers no-fee state payroll tax seminars that are beneficial to employers and payroll agents alike.

These seminars are available in a classroom-style setting as well as online. Finding a seminar in your area is easy. The [seminar website](#) lists dates, times, and locations.

The online courses provide what you're looking for if you prefer the flexibility of being able to pace your learning and the option of deciding when you access the seminars.

Visit the [payroll tax seminar website](#) often to find a date and location that is convenient for you. Classroom seminar dates are subject to change.

Help Fight UI Fraud and Identity Theft

The EDD has a few tips that can help you minimize the potential threat of identity theft and fraud and also help you protect your UI reserve account.

One way to protect yourself and your employees is by destroying confidential information, such as old payroll records, when disposing of them. You can get additional information and updates on recent privacy protection legislation by visiting the [California Office of Privacy Protection website](#).

Another safeguard you can implement is to verify at the time of hire that employees' names and Social Security numbers (SSN) match with the records of the Social Security Administration (SSA). You, or your authorized agent, can get verification online immediately for up to 10 names and SSNs. For batches up to 250,000, you can usually get results in one business day. For more information, refer to the [SSA website](#).

Statement of Charges to Reserve Account

In September 2015, the annual *Statement of Charges to Reserve Account* (DE 428T) will be mailed to you. This statement notifies you of the Unemployment Insurance (UI) benefit charges and credits to your reserve account during the fiscal year July 1, 2014, through June 30, 2015.

The itemized charges to your reserve account are based on the UI benefits paid to your former employees, and these charges may increase your UI contribution rate for the 2016 tax year. It is important to review your DE 428T

When you receive notices such as *Notice of Unemployment Insurance Claim Filed* (DE 1101 series), *Request for Additional Information* (DE 1326ER), and *Notice of Wages Used for Unemployment Insurance Claim* (DE 1545 series), carefully review the notice(s) and respond promptly, especially if you encounter any discrepancies.

Keeping detailed records of former employees will help you respond to EDD notices, phone inquiries, or in the event of an investigation. One way to protect your employees' SSNs is by using an alternate number whenever possible, such as on time cards and correspondence.

Lastly, report all compromises of your personnel information, payroll, your employer account, or suspicions of fraud using the EDD's online [Fraud Reporting Form](#) or call the Fraud Hotline at 800-229-6297.

and respond within 60 days of the statement issued date to be timely and to protest any charges you believe are incorrect.

If you have address changes and/or agent updates, immediately notify the EDD in order to receive your DE 428T.

For additional information, refer to the [Explanation and Instruction Sheet-Statement of Charges to Reserve Account \(DE 428C\)](#) included with the DE 428T or call at 888-745-3886.

CALIFORNIA EMPLOYER

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To request alternate formats, call 916-654-9029.

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