**

Employer's Quarterly Report Instructions

RT-6N R. 06/21 Plate 198-10.007, FA.C.

Registration – If you do not have a reemployment tax account number, you are required to register to report and pay tax in Florida before filling the Employer's Quarterly Report (RT-6). To register online, go to our website at floridarevenue.com and select "Register to collect and/or pay taxes."

Filing Reports – Every employer who is liable for filing quarterly under the Florida reemployment assistance program law, must complete and file the Employer's Quarterly Report (RT-6). The report should cover only employment for the employer during a single calendar quarter.

If wages are paid but NO TAX IS DUE, an Employer's Quarterly Report (RT-5) still must be completed and filed timely.

No Employment – A registered employer who had no employees or paid no wages during the quarter must still complete, sign, and return the Employer's Quarterly Report (RT-6). If you need to cancel your necistration, contact us.

Electronic Filing and Paying —The Department of Revenue offers the convenience of using our free and secure website to file and pay reemployment tax. If you employed 10 or more employees in any quarter during a preceding state facal year (July 5-June 30), you are required to electronically file and pay. To enroll, or get more information, go to the website at floridanevenue.com/taxes/eEnroll. After you complete your electronic enrollment we will send you a User ID, PMP/Password, and instructions based on the filing/payment method you choose. Once you are set up to file/pay electronically, you will not receive paper reports from the Department. Please do not mail a paper report if you file electronically.

Due Dates – The original report must be filed and the tax due paid, if applicable, no later than the last day of the month following the end of the quarter (Penalty After Date):

April 30, July 31, October 31, and January 31. If the last day for the month falls on a Saturday, Sunday, or state or federal holiday, your report must be filed and the tax due paid on the next business day. If you are paying by EFT or Internet, however, you must initiate the payment by 5:00 p.m., ET, on the business day prior to the due date for your payment to be considered timely. Reports must be electronically date stamped (submission or transmission date) on or before the "Penalty After Date" of any given quarter. Keep the confirmation/trace number of acknowledgement in your records.

Correcting Reports/Other Changes – DO WOT make corrections for prior quarters on the current quarter's report. Corrections to prior quarters must be done online by using the Department's File and Pay web page if you are required to the deports electronically, if you are not required to the reports electronically, corrections may also be made by completing a Correction to Employer's Quarterly or Annual Domestic Report (RT-8A). For more information on correcting reports online, please see the Electronic RT-8A Quide on the Department's website at filoridansevenue.com/taxess/rt, select "Report and Payment Information," then select "Correcting Errors." Addresses may be changed online at

floridarevenue.com/taxes/updateaccount, or by downloading and completing an Employer Account Change Form (RTS-3).

Certification/Signature/Paid Preparer - The report must be signed by (1) the individual owner. (2) the corporate president, treasurer, or other principal officer, (3) partner or member/managing member, and/for (4) a responsible and duly authorized agent of the employer. Complete the paid preparer information, if applicable.

Line 1 - Enter the total number of full-time and part-time employees subject to this chapter who worked during or received pay for the payroll period including the 12th of each month.

Line 2 – Enter the total GROSS WIAGES paid (before deductions), including salaries, commissions, bonuses, vecation and sick pay, back pay awards, and the cash value of all remuneration paid in any medium other than cash. Tips and gratuities are wages when included by the employer to meet minimum wage requirements and/or when the employer receives and reports in writing to the employer \$20 or more per month. Gross wages should not include wage items specifically exempt per section 443.1217(2)(b)-igi, Florida Statutes. Note that Line 2, Gross Wilges, appears on both the report and the payment coupon.

Line 3 - Enter the amount of EXDESS WAGES for this quarter. Excess wages are wages

exceeding \$7,000 paid to each employee in a calendar year. The following should be considered when determining excess wages: (f) Wages reported to another state by the same employer for an employee. See Employer's Quarterly Report for Out-of-State Taxable Wages (RT-6NF); (2) Wages paid by your predecessor during the calendar year; if you are the legal successor:

Line 4 - Enter the TAXABLE WAGES paid this quarter (Line 2 minus Line 3), which should equal the total of all Line 13b entries.

Line 5 - Enter tax due. Multiply Line 4 by tax rate.

Line 6 - If this report is past due, compute penalty of \$25 for each 30 days or fraction thereof that the report is delinquent (see Due Dates).

Line 7 – If tax due from Line 5 is not paid by the end of the month following the report quarter, interest is owned on tax due. Florida law provides a floating rate of interest for late payments of taxes and fees due. Interest rates, including dially rates, are updated semiannually on January 1 and July 1 each year and posted online at floridarrevenue.com/faxes/rates.

Line 8 – Enter SS if you file and pay on time and choose to pay your quarterly tax due in installments. This SS tee is payable selly with the first installment; one time per calendar year. You do not owe this fee if you are paying 100% of the Total Amount Due (Line Sa) now.

Line 9a - Enter the sum of Lines 5, 6, 7, and 8. If the total is less than \$1, send the report with no payment.

Line 9b – Enter the total due from Line So on Line 9b unless you choose to make installment payments. If you choose installments, enter the installment amount due for this quarterly report only on Line 9b. Note that Line 9b, Amount Enclosed, appears on both the report and the payment coupon. The chart below shows how to compute your installment payment.

Quarter Ending	Installment Amount On Tax Due (Line 5)	Imptallment Due Dute(s)
85/31	1/4 of Tex Due	04/30, 07/31, 10/31, 12/31
06/30	1/3 of Tax Due	67/34, 16/01, 12/34
09/00	1/2 of Tax Due	10/31, 12/31

Installment payments for quarters other than this quarter must be made on an Employer's Reemployment Tax Installment Coupon (RT-6INST).

Line 10 - Enter each employee's social security number (NINE digits - Do not suppress the leading zeros). Every employee, regardless of age, is required to have a social security number. If the employee's valid social security number is not included, no credit will be given for previously reported taxable wages, and the first (up to) \$7,000 of wages on this quarterly report will be taxed at your tax rate.

Line 11 - Enter each employee's last name, first name, and middle initial.

Line 12a - Enter each employee's gross wages paid this quarter as defined in Line 2.

Line 12b - Enter each employee's taxable wages paid this quarter as defined in Line 4. Only the first \$7,000 paid to each employee per calendar year is subject to the Florida neemployment tax.

Line 13a - Enter total gross wages (add Lines 12a only). Total this page only. Include this and totals from additional pages in Line 2 on page 1 of RT-6.

Line 13b - Enter total taxable wages (add Lines 12b only). Total this page only. Include this and totals from additional pages in Line 4 on page 1 of RT-6.

RT-6 reports filed with missing or invalid social security numbers, or illegible entries are subject to an Incomplete/Erroneous penalty.

You can sign up to receive quarterly emails reminding you to file and pay your reemployment tax. Go to floridarevenue.com/dox/subscribe.

Forms – Forms and additional information are available online or call 850-488-6800 for assistance.

Florida Form Rt 6 Instructions

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Popular Science, 1944-09 Popular Science gives our readers the information and tools to improve their technology and their world The core belief that Popular Science and our readers share The future is going to be better and science and technology are the driving forces that will help make it better *Field & Stream*, 1970-09 FIELD STREAM America's largest outdoor sports magazine celebrates the outdoor experience with great stories compelling photography and sound advice while honoring the traditions hunters and fishermen have passed down for generations **Field and Stream**, 1978

Striving for Excellence ,1995 Each vol a compilation of ERIC digests Popular Mechanics, 1981-07 Popular Mechanics inspires instructs and influences readers to help them master the modern world Whether it s practical DIY home improvement tips gadgets and digital technology information on the newest cars or the latest breakthroughs in science PM is the ultimate guide to our high tech lifestyle Field & Stream ,1971-06 FIELD STREAM America's largest outdoor sports magazine celebrates the outdoor experience with great stories compelling photography and sound advice while honoring the traditions hunters and fishermen have passed down for generations Popular Mechanics ,1952-10 Popular Mechanics inspires instructs and influences readers to help them master the modern world Whether it s practical DIY home improvement tips gadgets and digital technology information on the newest cars or the latest breakthroughs in science PM is Popular Mechanics, 1978-05 Popular Mechanics inspires instructs and the ultimate guide to our high tech lifestyle influences readers to help them master the modern world Whether it's practical DIY home improvement tips gadgets and digital technology information on the newest cars or the latest breakthroughs in science PM is the ultimate guide to our high Field & Stream, 1978-06 FIELD STREAM America's largest outdoor sports magazine celebrates the outdoor tech lifestyle experience with great stories compelling photography and sound advice while honoring the traditions hunters and fishermen have passed down for generations Yoga Journal, 1983-05 For more than 30 years Yoga Journal has been helping readers achieve the balance and well being they seek in their everyday lives With every issue Yoga Journal strives to inform and empower readers to make lifestyle choices that are healthy for their bodies and minds We are dedicated to providing in depth thoughtful editorial on topics such as yoga food nutrition fitness wellness travel and fashion and beauty The United States Catalog Mary Burnham, Carol Hurd, 1928 Field & Stream, 1978-07 FIELD STREAM America's largest outdoor sports magazine celebrates the outdoor experience with great stories compelling photography and sound advice while honoring the traditions hunters and fishermen have passed down for generations **Monthly Catalog of United States** Field & Stream ,1978-05 FIELD STREAM **Government Publications** .1992 Guide to Microforms in Print ,1985 America's largest outdoor sports magazine celebrates the outdoor experience with great stories compelling photography and sound advice while honoring the traditions hunters and fishermen have passed down for generations Field & Stream ,1975-06 FIELD STREAM America's largest outdoor sports magazine celebrates the outdoor experience with great stories

compelling photography and sound advice while honoring the traditions hunters and fishermen have passed down for generations Field & Stream ,1978-02 FIELD STREAM America's largest outdoor sports magazine celebrates the outdoor experience with great stories compelling photography and sound advice while honoring the traditions hunters and fishermen have passed down for generations Field & Stream ,1975-05 FIELD STREAM America's largest outdoor sports magazine celebrates the outdoor experience with great stories compelling photography and sound advice while honoring the traditions hunters and fishermen have passed down for generations **Popular Mechanics**, 1980-07 Popular Mechanics inspires instructs and influences readers to help them master the modern world Whether it's practical DIY home improvement tips gadgets and digital technology information on the newest cars or the latest breakthroughs in science PM is the ultimate guide to our high tech lifestyle **Popular Mechanics**, 1982-07 Popular Mechanics inspires instructs and influences readers to help them master the modern world Whether it's practical DIY home improvement tips gadgets and digital technology information on the newest cars or the latest breakthroughs in science PM is the ultimate guide to our high tech lifestyle

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