



TO: UAN Users
FROM: UAN Support
DATE: May 20, 2020
SUBJECT: UAN User Notes

Revisions to IRS Form 941

Beginning with the second quarter there will be additional reporting requirements for coronavirus (COVID-19) related employment tax credits and other tax relief on the IRS Form 941. For more information please refer to the IRS website. The revisions to IRS Form 941 requires a full release of the UAN application (UAN version 2020.3). UAN clients will receive this release in early July. Please do not add/create your second quarter 941 report before you have installed UAN version 2020.3. The due date for the second quarter 941 to the IRS is July 31, 2020.

UAN Fee Holiday

The COVID-19 pandemic is expected to impact the immediate budgets of local governments for an extended period of time. Ohio's heavy reliance on income and sales taxes have taken a substantial hit from the economic shut down as we have responded to the virus. In a time when every dollar is critical, we must work together to find any and all cost saving opportunities.

The Auditor's office will waive the UAN User Fee and Hardware Surcharge for the third quarter of 2020 (July – September). Historically, UAN provides a fee holiday soon after a hardware purchase is completed. However, we are accelerating this waiver of fees in an effort to assist our clients during these trying financial times prior to the completion of the computer refresh that is planned for later this year.

We acknowledge that the UAN fees are not necessarily a significant portion of some entities budgets, but we hope the accelerated holiday helps our partners financially in some way.

UAN has been directed by the AOS Finance Department to not extend the fee holiday to any entity that has 120 day past due audit fees or UAN fees. Questions on the calculation of UAN fees and the fee holiday can be raised to UAN Support at 800-833-8261 or e-mailed to

UAN_Support@OhioAuditor.gov. For questions on past due fees and payments please check eServices by going to the AOS website at OhioAuditor.gov and then selecting Resources and then Customer eServices or contact the AOS Finance Department at 800-282-0370.

Respectfully,
UAN Support