

**sage** 50–Canadian Edition

What's new

2016.2

# Sage 50 Accounting—Canadian Edition

## What's New - Release 2016.2

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# Sage 50 Accounting—Canadian Edition (Release 2016.2)

This product update covers all product solutions of Sage 50 Accounting (Release 2016.2) and includes the updates from previous releases.

## What's new and product improvements

Sage 50 Accounting includes the following improvements:

	First Step	Pro	Premium	Quantum
Improved user experience				
Modernized user interface	Yes	Yes	Yes	Yes
Cloud and mobile pane in the home window		Yes	Yes	Yes
Get paid faster				
Store credit cards with Sage Vault <sup>1</sup>	Yes	Yes	Yes	Yes
New interest option for late customer payments		Yes	Yes	Yes
Quicker search				
Support for multi-key search in lists	Yes	Yes	Yes	Yes
Improved search in inventory and service window		Yes	Yes	Yes
Payroll compliance <sup>2</sup>				
T4A form for vendors and contractors		Yes	Yes	Yes
Record of Employment on the Web updated		Yes	Yes	Yes
Reporting in box 235 on RL-1		Yes	Yes	Yes
Payroll tax updates for January 1, 2016		Yes	Yes	Yes

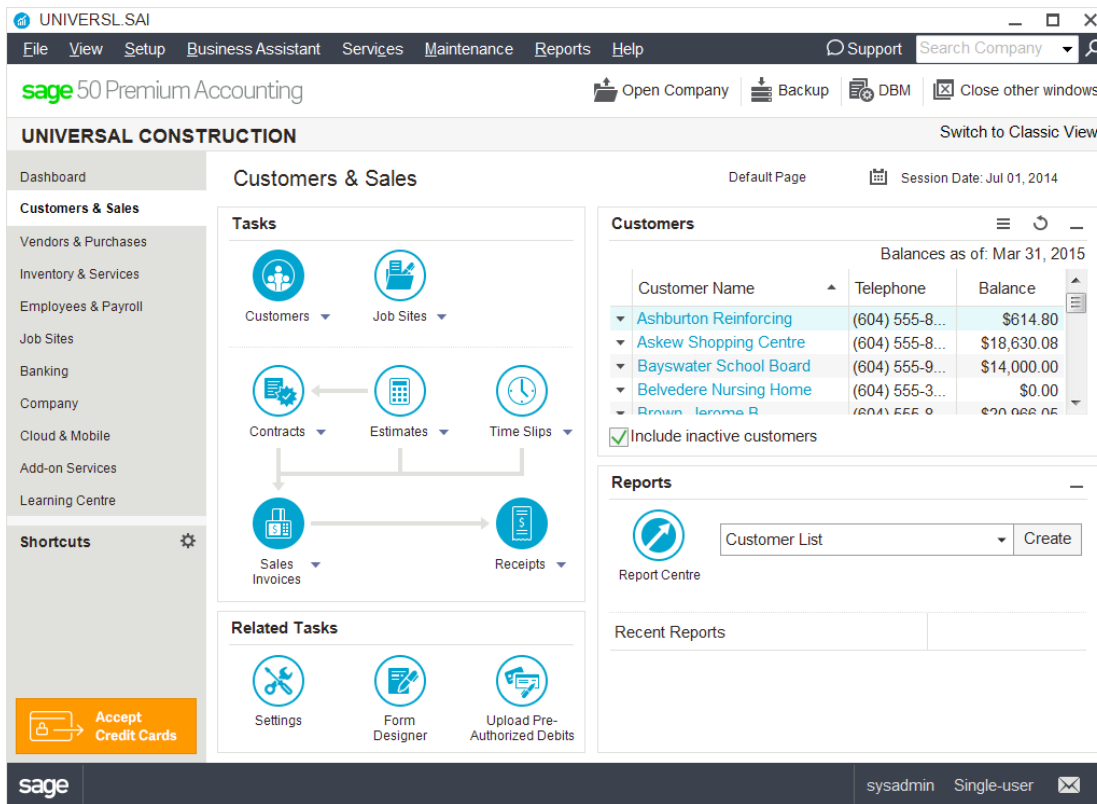
## Improved user experience

### Modernized user interface

Sage 50 Accounting features a modern home window with a sleek and clean design. The interface has been refreshed for a bright new look. When possible, font size has been increased for easier on-screen use and readability. Task flow icons have been updated to guide you in your work.

<sup>1</sup> Sage Payment Solutions account required.

<sup>2</sup> Support plan that includes payroll tax updates required.



Cloud and mobile pane in the home window

With just a click, you can now access our integrated cloud and mobile offerings that are included with Sage 50c: Sage Drive and Sage One.

If you need other services or simply want to explore, the Add-on Services tab has valuable information about the various services that integrate seamlessly with Sage 50 Accounting to improve efficiency.

## Get paid faster

Store credit cards with Sage Vault<sup>1</sup>

It's never been easier to get paid! You can readily sign up with Sage Payment Solutions from the home window. Sage 50 Accounting is integrated with Sage Vault so you can now store multiple credit cards in the customer's record. With this secure technology, you can then select a stored card to use in a transaction and quickly process a payment.

New interest option for late customer payments

If you prefer to apply a one-time simple interest calculation to late customer payments, Sage 50 Accounting now features that option.

## Quicker search

Support for multi-key search in lists

When searching through a list of records, you can now benefit from multi-character filtering to pinpoint the record you're looking for.

<sup>1</sup> Sage Payment Solutions account required.

Improved search in inventory and service window

If adding inventory items and services to an invoice, search has been enhanced to simplify your work. Open the Select Inventory/Service window and start typing. It's that easy.

## Payroll compliance<sup>1</sup>

T4A form for vendors and contractors

If you need to produce T4A slips for vendors and contractors, the Vendor Records now features a T4A & T5018 tab for easy access to filing options. The Report menu now features a T4A option and the Vendors list report has new optional fields.

Record of Employment on the Web updated

As technology evolves, Sage stays ahead of the game with you and your business in mind. In step with changes from the CRA, the exported file format for ROE Web has been updated to Version 2.0. On April 1, 2016, all employers must use an electronic file with Version 2.0 specifications.

Reporting in box 235 on RL-1

Sage 50 Accounting now reports your employee's contribution (or premium) paid to a private health services plan.

Payroll tax updates for January 1, 2016

If you have a payroll plan, you benefit from timely and comprehensive in-house payroll processing within Sage 50 Accounting to help you save time and reduce the risk of payroll tax penalties at year-end.

## Resolved Issues

The following issues have been resolved:

- (First Step Accounting and higher) The direct payment status of Uploaded would switch to Not Uploaded after re-opening the original payment and emailing or printing it.
- (Premium Accounting and higher) When consolidating time slip activities with allocations onto an invoice, Sage 50 Accounting would sometimes stop working.

## Payroll tax changes - Effective January 1, 2016

Important! If you are a current subscriber of Sage Business Care, your Product Update includes the payroll tax changes for January 1, 2016. For complete details on the CRA income tax changes, contact your local tax services office or visit the [CRA web site](#).

Your payroll update reflects the federal and provincial tax schedules in effect on January 1, 2016, as stated in the Canada Revenue Agency's Payroll Deductions Formulas for Computer Programs, 103rd Edition; Canada Revenue Agency's Employers' Guide to Payroll Deductions; Québec's Guide for Employers: Source Deductions and Contributions for 2016; and the schedules of Employment Insurance, Canada Pension Plan, and Québec Pension Plan.

## What's new in this tax update

The January 1, 2016 tax update contains changes to payroll tax tables and Sage 50 Accounting payroll tax calculations. This document addresses only the payroll tax changes that may require you to adjust your payroll records.

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<sup>1</sup> Support plan that includes payroll tax updates required.

## Changes to federal tax brackets and rates

Effective January 1, 2016, the federal income brackets have changed and two new brackets have been created.

2016 Federal Income Tax Brackets	Rates
First \$45,282	15.00%
Over \$45,282 to \$90,563	20.50%
Over \$90,563 to \$140,388	26.00%
Over \$140,388 to 200,000	29.00%
Over 200,000	33.00%

## Changes to provincial or territorial tax brackets and rates

The following provinces and territories have announced changes to either tax rates or income thresholds. These changes are effective January 1, 2016, unless otherwise stated.

### Alberta

Alberta has increased the tax rates for 2016.

2016 Brackets	Rates
On first 125,000	10.00%
Over 125,000 to 150,000	12.00%
Over 150,000 to 200,000	13.00%
Over 200,000 to 300,000	14.00%
Over 300,000	15.00%

### British Columbia

British Columbia has increased the 2016 tax brackets. One tax bracket has been removed.

2016 Brackets	Rates
On first 38,210	5.06%
Over 38,210 to 76,421	7.70%
Over 76,421 to 87,741	10.5%
Over 87,741 to 106,543	12.29%
Over 106,543	14.70%



## New Brunswick

New Brunswick has increased four 2016 tax brackets.

2016 Brackets	Rates
On first 40,492	9.68%
Over 40,492 to 80,985	14.82%
Over 80,985 to 131,664	16.52%
Over 131,664 to 150,000	17.84%
Over 150,000 to 250,000 (no change)	21.00%
Over 250,000 (no change)	25.75%

## Newfoundland & Labrador

Newfoundland & Labrador has increased the tax brackets for 2016.

2016 Brackets	Rates
On first 35,148	7.70%
Over 35,148 to 70,295	12.50%
Over 70,295 to 125,500	13.30%
Over 125,500 to 175,700	14.30%
Over 175,700	15.30%

## Northwest Territories

The Northwest Territories has increased the tax brackets for 2016.

2016 Brackets	Rates
On first 41,011	5.90%
Over 41,011 to 82,024	8.60%
Over 82,024 to 133,353	12.20%
Over 133,353	14.05%

## Nunavut

The Nunavut has increased the tax brackets for 2016.

2016 Brackets	Rates
On first 43,176	4.00%

2016 Brackets	Rates
Over 43,176 to 86,351	7.00%
Over 86,351 to 140,388	9.00%
Over 140,388	11.50%

## Ontario

Ontario has increased the tax brackets for 2016.

2016 Brackets	Rates
On first 41,536	5.05%
Over 41,536 to 83,075	9.15%
Over 83,075 to 150,000	11.16%
Over 150,000 to 220,000	12.16%
Over 220,000 (no change)	13.16%

## Quebec

Quebec has increased the tax brackets for 2016.

2016 Brackets	Rates
On first 42,390	16.00%
Over 42,390 to 84,780	20.00%
Over 84,780 to 103,150	24.00%
Over 103,150	25.75%

## Saskatchewan

Saskatchewan has increased the tax brackets for 2016.

2016 Brackets	Rates
On first 44,601	11.00%
Over 44,601 to 127,430	13.00%
Over 127,430	15.00%

## Yukon

The Yukon has increased the tax brackets for 2016.

2016 Brackets	Rates
On first 45,282	6.40%
From 45,282 to 90,563	9.00%
From 90,563 to 140,388	10.90%
From 140,388 to 500,000	12.80%
Over 500,000 (no change)	15.00%

## Changes to the Canadian Pension Plan

In 2016, the maximum pensionable earnings for the Canada Pension Plan (CPP) has increased to \$54,900.00. The maximum contributory earnings has also been increased to \$51,400.00.

The maximum CPP employer and employee contribution to the plan for 2016 will be \$2,544.30.

## Changes to Employment Insurance

Employment Insurance (EI) premium rates have increased for both Quebec and provinces and territories outside of Quebec. Outside Quebec, premium rates remain at 1.88% and the annual maximum insurable earnings (MIE) have increased to \$50,800 in 2016. In Quebec, EI premium rates have decreased to 1.52% and the MIE have increased to \$50,800.

## Changes to the Quebec Pension Plan

In 2016, the maximum pensionable earnings for the Quebec Pension Plan (QPP) has increased to \$54,900.00. The maximum contributory earnings has also been increased to \$51,400.00.

The maximum QPP employer and employee contribution to the plan for 2016 will be \$2,737.05.

## Changes to the Quebec Parental Insurance Plan

The Quebec Parental Insurance Plan (QPIP) employee premium rate has decreased to 0.548%. The maximum QPIP insurable earnings amount has been increased to \$71,500.00.

## Changes to WCB Maximum Assessable Earnings

Effective January 1, 2016, the maximum insurable earnings will be as follows:

Province or Territory	2016
Alberta	98,700.00
British Columbia	80,600.00
Manitoba	125,000.00
New Brunswick	61,800.00
Newfoundland	62,540.00
Northwest Territories	88,600.00
Nova Scotia	58,200.00

Province or Territory	2016
Nunavut	88,600.00
Ontario	88,000.00
PEI	52,200.00
Quebec	71,500.00
Saskatchewan	69,242.00
Yukon	84,837.00

## Changes in personal tax credits

Effective January 1, 2016, the federal, provincial, and territorial personal tax credits that employees can claim are changing. These changes are reflected in the new federal, provincial, and territorial TD1 forms, and the Quebec TP-1015.3-V form.

Basic Personal Amounts for 2016	
Federal	11,474
Alberta	18,451
British Columbia	10,027
Manitoba	9,134 (no change)
New Brunswick	9,758
Newfoundland and Labrador	8,802
Northwest Territories	14,081
Nova Scotia	8,481 (no change)
Nunavut	12,947
Ontario	10,011
Prince Edward Island	7,708 (no change)
Quebec	11,550
Saskatchewan	15,843
Yukon	11,474

## Indexing factors for 2016

The federal government, provinces, and territories have announced their indexing factors for 2016.

Provinces/Territories	Indexing Factor
Federal	1.30%
Alberta	1.30%
British Columbia	0.90%
New Brunswick	1.30%
Newfoundland and Labrador	0.40%
Northwest Territories	1.30%
Nunavut	1.30%
Ontario	1.50%
Quebec	1.09%
Saskatchewan	1.30%
Yukon	1.30%
Note: There is no indexing applied to Manitoba, Nova Scotia, and Prince Edward Island.	

## Before you start processing payroll in 2016

- Review the new 2016 federal TD1 form and the 2016 TD1 form for your province or territory (or the TP 1015.3-V form for Québec) to become familiar with any changes.
- Provide your employees with the 2016 federal/provincial/territorial TD1 forms if they need to make changes to their personal claims.
- Adjust your employee records in Sage 50 Accounting to reflect the new tax credit amounts for 2016.

## Preparing for payroll in 2016

This section describes what you need to adjust in Sage 50 Accounting after you finish processing all payroll for 2015, but before you begin your payroll for 2016.

### Step 1: Adjust employees' federal personal tax credit claims

To adjust the federal personal tax credit claims, follow these steps:

- If an employee's personal claim amount has changed for 2016, this employee must complete the new 2016 federal TD1 form.
- Close all Employee Records windows in Sage 50 Accounting. This feature will not be available unless employee records are closed. Similarly, you cannot open any employee records if you have this feature opened.
- From the Home window, choose the Maintenance menu, then Update Employee Claims.
- Select Federal to indicate you are updating the federal tax credits.
- From the list, select all or only those employees you want to modify.
- To update the basic personal amounts, click Update Basic Personal Amount.
- To update the indexed amounts from the federal TD1 form, do one of the following:

- Select Factor and enter the factor by which the claim amount will increase.
- Select Amount and enter the amount by which the claim amount will increase. If you need guidance in calculating this amount, see [Indexation Guidelines](#).
- To update the non-indexed amounts from the federal TD1 form, enter the amount changes in the Non-Indexed Amounts column for each employee.
- Click Close.

## Step 2: Adjust employees' provincial (or territorial) personal tax credit claims

To adjust the provincial/territorial claims, follow these steps:

1. If an employee's personal claim amount has changed for 2016, the employee must complete the new 2016 provincial or territorial TD1 form (or TP 1015.3 V form, for Québec).
2. Close all Employee Records windows in Sage 50 Accounting. This feature will not be available unless employee records are closed. Similarly, you cannot open any employee records if you have this feature opened.
3. From the Home window, choose the Maintenance menu, then Update Employee Claims.
4. Select Provincial to indicate you are updating the provincial or territorial tax credits and then the province or territory that you want to make changes for.
5. From the list, select all or only those employees you want to modify.
6. To update the basic personal amounts, click Update Basic Personal Amount.
7. To update the indexed amounts from the provincial or territorial TD1 form, do one of the following:
  - Select Factor and enter the indexing factor by which the claim amount will increase.
  - Select Amount and enter the amount by which the claim amount will increase. If you need guidance in calculating this amount, see [Indexation Guidelines](#).
8. To update the non-indexed amounts from the federal TD1 form, enter the amount changes in the Non-Indexed Amounts column for each employee.
9. Click Close.

## Indexation guidelines

In Sage 50 Accounting there are two fields on the Taxes tab of the Employees Record window which hold the employee's claim amounts that are subject to indexing:

- Federal Other Indexed Amounts
- Provincial Other Indexed Amounts

## Calculate the federal claim amount that is subject to indexing for 2016

From the Total Claim Amount of the federal TD1 form, subtract the items that are not subject to indexing. Currently, the personal tax credit amounts on the 2016 federal TD1 form that are not subject to indexing are:

- Pension Income Amount
- Tuition and Education Amount (full time)
- Tuition and Education Amount (part-time)
- Pension Income, Tuition, and Education Amounts Transferred from Spouse or Dependant

For provincial claims, some provincial and territorial governments have set their own indexation requirements. For example, in Alberta and Ontario, all personal tax credit amounts are subject to indexing.

Because indexation requirements vary from jurisdiction to jurisdiction, and are subject to change, you should review the indexation requirements set by the federal, provincial or territorial governments before entering the employee's Federal (or Provincial) Claim Subject To Indexing field.

## Sage 50 Accounting (Release 2016.1)

This product update covers all product solutions of Sage 50 Accounting (Release 2016.1) and includes the updates from previous releases.

### What's new and product improvements

There are no new features in this release.

### Resolved Issues

The following issues have been resolved:

- (First Step Accounting and higher) Sage 50 Accounting (Release 2016.0) would stop working shortly after opening and upgrading a company file stored in a network location.
- (Pro Accounting and higher) Sage 50 Accounting would stop working if you tried to create and process a paycheck. This issue would only occur under the following conditions:
  - You were working in Enhanced View.
  - You had selected the setting Automatically refresh record balances in User Preferences.
  - The latest payroll transaction date was later than the session date.

## Sage 50 Accounting (Release 2016.0)

This product update covers all product solutions of Sage 50 Accounting (Release 2016.0) and includes the updates from previous releases.

### What's new and product improvements

Sage 50 Accounting includes the following improvements:

	First Step	Pro	Premium	Quantum
Sage Drive Enhancements <sup>1</sup>		Yes	Yes	Yes
Sage One Integration Enhancements <sup>2</sup>	Yes	Yes	Yes	Yes
Sage View connects to Sage 50 Accounting data		Yes	Yes	Yes

#### Sage Drive Enhancements

Easily access your shared data and manage access with confidence .

- Manage access to your data through the Sage Drive Management Centre. If you need to remove access to your data, you can delete a user from Sage Drive.
- Easily sign in to Sage Drive with another ID when opening a different Sage 50 Accounting company file.

<sup>1</sup> Only customers on any Sage 50 subscription plan can purchase Sage Drive. Your Sage 50 data may only be accessed by one person at a time, and there are limits as to the amount of data that can be accessed. Sage Drive data is securely accessed online by entitled users. The Sage Drive database is always current as of your most recent transactions. If you wish to have data copies as of specific dates that you can restore, you will also need to create manual backups using Sage 50 Accounting.

<sup>2</sup> Purchase of a Sage One Accounting Standard subscription is required. Call 1-888-261-9610 for details.

### Sage One Integration Enhancements

Setting up Sage One to work with your Sage 50 Accounting company is even easier. You can now make updates to the Sage One categories directly from the Connection Setup Wizard inside Sage 50 Accounting.

- View Sage One categories and their matching Sage 50 accounts for an improved workflow.
- Quickly rename or renumber Sage One categories during connection setup.
- Remove Sage One categories that you do not need.

### Sage View connects to Sage 50 Accounting data

Accountants and bookkeepers:

Designed especially for accounting professionals, the new cloud-based Sage View<sup>1</sup> allows accountants and bookkeepers to connect to their clients' Sage 50 data in order to provide real-time analyses, alerts, and reports based on Key Performance Indicators (KPIs) that are specific to each client. This in turn empowers accounting professionals to provide more strategic advisory services to their clients, leading to greater successes for their clients.

Sage 50 Accounting customers:

By letting your accounting professional connect your Sage 50 data to Sage View, your accountant or bookkeeper can deliver insights on your financial health that you can use to make solid decisions faster that lead to more success for your business.

## Discontinuations

- The Graphs menu option has been removed.
- The Business Performance tab in the Daily Business Manager has been removed.

## Resolved Issues

The following issues have been resolved:

- (First Step Accounting and higher) Grammatical, formatting, and content errors have been fixed in various screens and in the help.
- (First Step Accounting and higher) If looking up multiple payments or receipts of the same amount, the lookup would only show the first transaction that you processed.
- (First Step Accounting and higher) Downloading a Sage One payment for an invoice older than the previous year would fail.
- (First Step Accounting and higher) Sage 50 Accounting could not open a company file if the event log service was not running.
- (Pro Accounting and higher) The Customize Transaction window sometimes did not have the Project option for Purchase Invoices.
- (Pro Accounting and higher) If you opened the Reconciliation & Deposits window, scrolled to the bottom, opened another window on top, and then returned to the Reconciliation & Deposits window, the scroll bar had automatically moved to the top of the window.
- (Pro Accounting and higher) If you opened the Employee Upload Direct Deposit File window, the Status menu would default to All.

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<sup>1</sup> Sage View is available fall 2015. For accounting professionals only. To receive and maintain access to Sage View, you must be an accountant or bookkeeper providing professional accounting or bookkeeping services for multiple fee-paying clients. If at any time Sage determines that you are no longer eligible, your access will be terminated. The subscription rate is \$19.95 per month for five client business connections plus additional client business connections available for \$3.95 per month each if less than 50 connections, or only \$1.50 per month each if 50 or more connections. A valid credit card is required to activate service. To ensure continuous service, your Sage View subscription is an automatically renewing subscription. Subsequent months will be automatically billed to the same credit card each month.



- (Pro Accounting and higher) If you imported a bank statement in the Reconciliation & Deposits window, Sage 50 Accounting would not verify if the transactions were deposits or withdrawals when attempting to match them.
- (Pro Accounting and higher) If working in a company that uses multi-currency and creating a purchase invoice in a foreign currency, the purchase price used for the foreign currency in that transaction was also shown as the home currency price.
- (Pro Accounting and higher) If creating a backup on a network drive, Sage 50 Accounting would display an unsuccessful message when the backup was successfully created.
- (Pro Accounting and higher) If you had turned on Automatic Advice, an incorrect message concerning inventory levels would appear after converting a sales order that contained inventory items to a sales invoice and processing the invoice.
- (Pro Accounting and higher) When uploading your company to Sage Drive, clicking Cancel would not always stop the upload.
- (Pro Accounting and higher) If you tried to open a shared company that was already open in another computer, the home window would be blank.
- (Pro Accounting and higher) After downloading a shared company, you would be prompted to reopen the company and the company would download again.
- (Pro Accounting and higher) If working in a shared company and creating many transactions, you would not receive a warning about lost transactions if your computer lost the Internet connection.
- (Pro Accounting and higher) If you were customizing a template for sales order discount or quote discount form and clicked the Save button, an error would appear instead of the Save dialog.

## General Information about Product Updates and Product Upgrades

Important! Sage 50 Accounting product updates are only available to current subscribers of a Sage Business Care plan. Payroll updates and features are only available to current subscribers of a Sage Business Care plan with payroll tax table updates. If you do not know whether your subscription is current, or you need to sign up or renew your subscription, contact Customer Sales at 1-888-261-9610.

### How is Sage 50 Accounting updated?

- Automatically, using Sage 50 Accounting (recommended)
- Manually, using Sage 50 Accounting.
- By downloading the update from the Sage 50 website.
- If you have paid to receive a CD, by running the product update CD.

Back up your data	Always back up your data before installing your product update, and before any major changes, such as before advancing the session date to a new calendar or fiscal year.
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### How to automatically update Sage 50 Accounting

Sage 50 Accounting automatically checks for product updates whenever you are connected to the Internet. When an update is available, the update downloads in the background. When you close Sage 50 Accounting, you will be notified that an update is available to be installed. Click Yes to install it. You do not need to enter any information during the update process.

For more information, search for “Automatic Updates” in the Help.

### How to manually update Sage 50 Accounting

By default, “Automatic Updates” are turned on. We recommend that you keep this setting turned on. If you choose to turn off this option, you can always manually download the updates when you are connected to the Internet. To turn off or on automatic updates, follow the steps below:

1. In the Home window, on the Setup menu, select User Preferences and then Options.
2. Select Automatically Download Product Updates and Prompt User to Install Them.
3. Click OK.

### Download product updates from the Sage 50 website

For your convenience, updates are also available on the [Sage 50 website](#). Please follow the installation instructions.

Important! Updating Sage 50 Accounting in a multi-user environment (Sage 50 Premium Accounting and higher)

- Install this product update on all computers running Sage 50 Accounting, including computers on which you have performed server-only type installations of Sage 50 Accounting.

### How to upgrade to Sage 50 Accounting

An upgrade of Sage 50 Accounting can involve one or more of the following changes:

- Getting the latest version - If you would like to get the latest updates offered for your current Sage 50 Accounting product, you can upgrade from an earlier version of Sage 50 Accounting.
- Moving to a higher Sage 50 Accounting product - If your business requires a richer set of accounting features, you can upgrade to the latest version of a higher Sage 50 Accounting product (for example, moving from Sage 50 Premium Accounting to Sage 50 Quantum Accounting). This option also upgrades your version of Sage 50 Accounting if you are not already using the latest version of the program.
- Adding more user licences - If you want to increase the number of concurrent users in Sage 50 Accounting, you can upgrade your program to allow more users. If required, this option also upgrades your version and moves you to a higher Sage 50 Accounting product at the same time.

For any of these scenarios or for more information about upgrading your Sage 50 Accounting solution, contact Customer Sales at 1-888-261-9610.

## **Sage 50—Canadian Edition**

Customer sales: 1-888-261-9610

Customer service: 1-888-222-8985

Customer support: 1-888-522-2722

### **Sage**

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