

Class Agenda – A very FULL day !!!

8:30 – 8:45 Introductions & Overview

8:45 – 9:45 Worker Status Issues (DEED, IRS)

- Employee Status
- Independent Contractor vs. Employee
- Federal Information Reporting Requirements

Employment Tax Issues

9:45 – 10:15 Registration

- IRS
- Minnesota Department of Revenue (MDOR)
- Unemployment Insurance Employer Registration (DEED)

10:15 – 10:25 Stretch Break

10:25 – 11:45 Employer Responsibilities (Post-Hiring)

- Employee Forms
- What's Your Tax Liability?
- Withholding & Depositing Employment Taxes
- IRS Quarterly Returns

11:45 – 12:45 Lunch !!!

12:45 – 2:00 State and Federal Tax Reporting (continued)

- MDOR & DEED Quarterly Returns
- Annual Returns

2:00 – 2:15 Stretch Break

Other Employer Issues

2:15 – 3:15 Workers' Compensation Issues

- MN Workers' Compensation Insurers Association

3:15 – 3:30 Minnesota New Hire/Re-Hire Reporting

3:30 – 3:45 State & Federal Labor Standards Overview

- Minimum Wage & Overtime
- Child Labor Standards
- Employer Requirements

3:45 – 4:00 Wrap-up & Questions