



Annual Tax Calendar

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Forms 941 Quarterly Employment Tax Returns for businesses with employees:

Due Dates:

April
30th

July
31st

October
31st

January
31st
OF THE FOLLOWING YEAR

Deposits of payroll taxes could be due **weekly**, **monthly**, or **quarterly** depending on the amount.

Form 940: Federal Unemployment Tax Return

Due Date:

January
31st
OF THE FOLLOWING YEAR

Deposit required when tax due reaches **\$500** and then **weekly/monthly** thereafter

Businesses with employees must set up an EFTPS account with the EIN
<https://www.irs.gov/payments/eftps-the-electronic-federal-tax-payment-system>

Texas Workforce Commission Unemployment returns:

Due Dates:

April
30th

July
31st

October
31st

January
31st
OF THE FOLLOWING YEAR

Payment of unemployment taxes could be due **weekly**, **monthly**, or **quarterly** depending on the amount.

<http://www.twc.texas.gov/businesses/unemployment-tax-services>

Sales Tax Returns: Comptroller of the State of Texas

Due monthly no later than the **20th** of the following month or **quarterly** depending on the amount.

Franchise Tax and Sales Tax are filed and paid through the Texas Webfile system

<https://comptroller.texas.gov/taxes/sales/>

This guide is provided as a general reference for the most common situations and is not intended to be all-inclusive as to every due date or to every business. As a business owner, it is your responsibility to understand all your federal, state, and local compliance requirements.



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Due date to avoid additional penalties and interest

JAN	31st	<ul style="list-style-type: none">• Due Date to issue 1099s to contractors performing services• 1099s must be filed with the IRS• Forms W-2 due to employees for the preceding year• W-2's must be filed with the Social Security Administration
MAR	15th	<ul style="list-style-type: none">• Federal Income Tax Filing: Deadline to file or request an extension (Federal Income Tax Forms 1120s, 1120, 1065)
APR	15th	<ul style="list-style-type: none">• Federal Income Tax Filing: Deadline to file or request an extension (Federal Income Tax Form 1040)• 1st Quarterly Payment due on income with no withholding (Jan - Mar of the current year)
MAY	15th	<ul style="list-style-type: none">• Franchise Tax Returns to Comptroller of the State of Texas (must file online even if no tax is due)
JUN	15th	<ul style="list-style-type: none">• 2nd Quarterly Payment due on income with no withholding (Apr - May of the current year)
SEPT	15th	<ul style="list-style-type: none">• 3rd Quarterly Payment due on income with no withholding (Jun - Aug of the current year)
OCT	15th	<ul style="list-style-type: none">• Due date to file an extension (Form 1040)
JAN	15th	<ul style="list-style-type: none">• 4th Quarterly Payment due on income with no withholding (Sept - Dec due in January of the following year)

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