

2020

## Financial Secretary's Calendar

### January

- 2**     ▪ File AR-1 Report
- 15**     ▪ Deposit Payroll Tax  
          ▪ OE-1 & OE-1a Filing Deadline  
          ▪ QR-1 Report Due
- 31**     ▪ Distribute Dues Cards  
          ▪ IRS 941 Q4 or IRS 944 Annual  
          Filing Deadline  
          ▪ W2 Distribution  
          ▪ W3 with SSA Filing Deadline

### February

- 18**     ▪ Deposit Payroll Taxes
- 28**     ▪ IRS 1099-MISC Filing Deadline  
          ▪ IRS Form 1096 Filing Deadline  
          ▪ PC Tax Deadline

### March

- 2**     ▪ CT-1 with IRS Filing Deadline
- 16**     ▪ Deposit Payroll Taxes
- 31**     ▪ File LM-2, 3, or 4 with DOL

### April

- 15**     ▪ Deposit Payroll Taxes  
          ▪ OE-1 & OE-1a Filing Deadline  
          ▪ QR-1 Report Due
- 30**     ▪ IRS 941 Q1 Filing Deadline

### May

- 15**     ▪ Deposit Payroll Tax  
          ▪ Form 990, 990EZ, or 990N Due
- 31**     ▪ PC Tax Deadline

### June

- 15**     ▪ Deposit Payroll Tax

### July

- 15**     ▪ Deposit Payroll Tax  
          ▪ OE-1 & OE-1a Filing Deadline  
          ▪ QR-1 Report Due
- 31**     ▪ IRS 941 Q2 Filing Deadline

### August

- 17**     ▪ Deposit Payroll Tax
- 31**     ▪ PC Tax Deadline

### September

- 15**     ▪ Deposit Payroll Tax

### October

- 15**     ▪ Deposit Payroll Tax  
          ▪ OE-1 & OE-1a Filing Deadline  
          ▪ QR-1 Report Due
- 31**     ▪ IRS 941 Q3 Filing Deadline

### November

- 16**     ▪ Deposit Payroll Tax
- 30**     ▪ PC Tax Deadline

### December

- 15**     ▪ Deposit Payroll Tax
- 31**     ▪ QR-2 Submitted Annually