

Webinar on

Employee Business Expense Reimbursement: Tax Compliance For 2018



Learning Objectives

Determine whether an expense reimbursement qualifies for exclusion from employee wages

Know what is required to substantiate various expenses and benefits under an accountable plan

Understand the importance of timely processing of reimbursements and collection of excess advance funds

Know when expense reimbursements or use of company resources must be included in wages



Understand when per diem rates may be used and why employers may want to use them

Know how to determine maximum per diem rates and how to use the high low method

Know how to establish and administer an accountable expense reimbursement plan

Understand the importance of control and accounting procedures related to expense reimbursements

Areas Covered

Employee business expenses and reimbursements under the Internal Revenue Code

Accountable and non-accountable expense reimbursement plans

Substantiation and documentation required to exclude reimbursement or benefits from wages

Options for meeting substantiation requirements

Advantages and effective use of per diem payments

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- *How to control the risk of a “pattern of abuse” of per diem payments*
- *Valuation and treatment of the personal use of company property (vehicles, cell phones, etc.)*
- *When expense reimbursements or use of company resources must be included in wages*
- *Travel advance and payment card administration*
- *The importance of timely processing of reimbursements and collection of excess advance funds*
- *Control and accounting procedures and the impact on payroll and accounts payable*
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This webinar will cover the tax compliance for employee business expense reimbursements under both accountable and non-accountable employee business expense plans.

PRESENTED BY:

Pat Haggerty is a tax practitioner, author, and educator. His work experience includes non-profit organization management, banking, manufacturing accounting, and tax practice. He began teaching accounting at the college level in 1988. He is licensed as an Enrolled Agent by the U. S. Treasury to represent taxpayers at all administrative levels of the IRS and is a Certified Management Accountant.

On-Demand Webinar

Duration : 90 Minutes

Price: \$200

Webinar Description

This webinar will cover the tax compliance for employee business expense reimbursements under both accountable and non-accountable employee business expense plans.

Accountable plans allow the employer to exclude expense reimbursement from employee wages. Accountable reimbursement plans have strict documentation and recordkeeping requirements and require timely reporting and return of excess reimbursements by employees. In addition, per diem arrangements can be used in lieu of actual substantiation. The webinar will include discussion of these requirements as well as how to report reimbursements that do not qualify under the accountable plan rules and must be included in employee wages.

Employers often provide travel advances, business expense reimbursement, or use of company property to employees. Employee expense reimbursement is one of the targets of a current IRS audit initiative. Unless expense reimbursements are made under an accountable plan, the payments must be included in employee wages. Accountable expense reimbursement plans provide tax savings for both employers and employees. But insufficient documentation or faulty procedures can result in reclassification of the reimbursements as wages. This results in additional tax and possibly penalties. An employer may even become liable for taxes it failed to withhold from the employee reimbursement.

In this informative webinar, you will learn how to properly account for and report expense reimbursements and facilities provided to employees in compliance with IRS requirements.



Who Should Attend ?

Payroll Supervisors and Personnel

Accounts Payable Supervisors and Personnel

Public Accountants, Enrolled Agents

Internal Auditors, Tax Compliance Officers

Employee Benefits Administrators

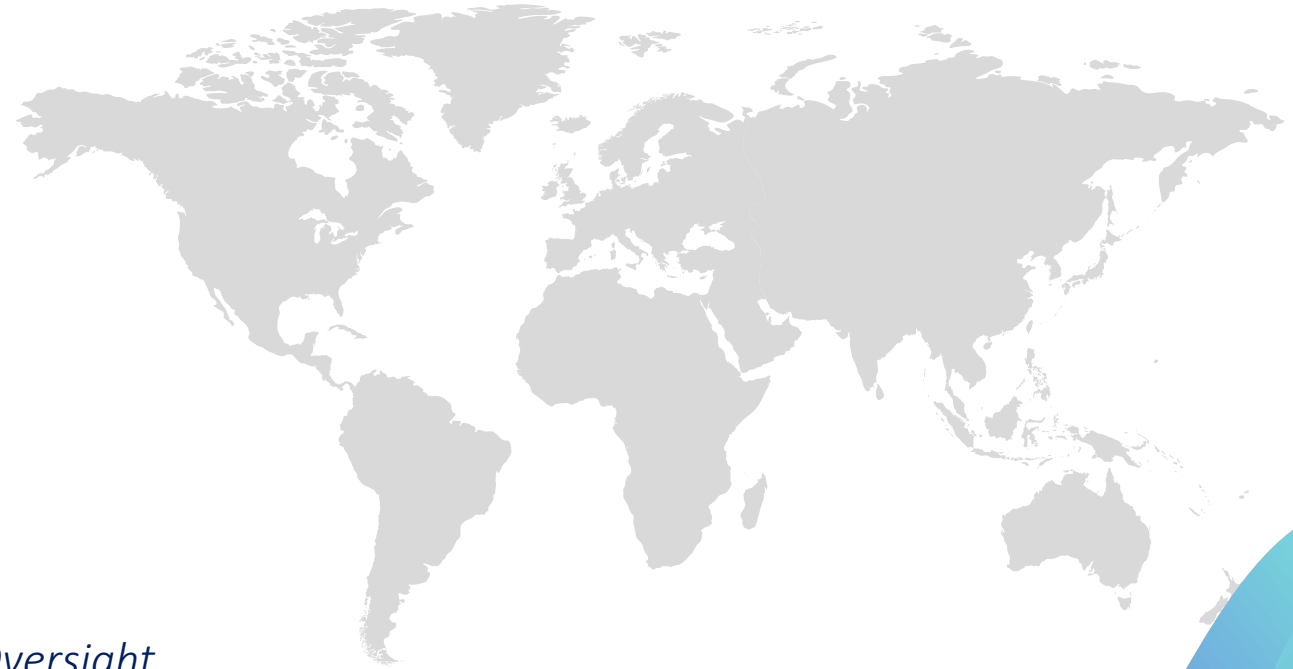
Officers and Managers with Tax Compliance Oversight

Company/Business Owners

Managers/Supervisors

Public Agency Managers

Audit and Compliance Personnel/Risk Managers



To register please visit:

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