

November Key Tax Dates 2023

Monthly and semiweekly requirements for depositing payroll taxes

Richard R. Hammar

Monthly requirements

If your church or organization reported withheld taxes of *\$50,000 or less* during the most recent lookback period (for 2023, the lookback period is July 1, 2021, through June 30, 2022), then withheld payroll taxes are deposited monthly. Monthly deposits are due by the 15th day of the following month.

Note, however, that if withheld taxes are *less than \$2,500* at the end of any calendar quarter (March 31, June 30, September 30, or December 31), the church need not deposit the taxes. Instead, it can pay the total withheld taxes directly to the IRS with its quarterly Form 941.

Withheld taxes include:

- Federal income taxes withheld from employee wages
- The employee's share of Social Security and Medicare taxes
- The employer's share of Social Security and Medicare taxes

Semiweekly requirements

If your church or organization reported withheld taxes of *more than \$50,000* during the most recent lookback period noted above, then the withheld payroll taxes are deposited semiweekly.

This means that for paydays falling on Wednesday, Thursday, or Friday, the payroll taxes must be deposited on or by the following Wednesday. For all other paydays, the payroll taxes must be deposited on the Friday following the payday.

Note: Large employers having withheld taxes of *\$100,000 or more* at the end of any day must deposit the taxes by the next banking day.

The deposit days are based on the timing of the employer's payroll.

Withheld taxes include federal income taxes withheld from employee wages, the employee's share of Social Security and Medicare taxes, and the employer's share of Social Security and Medicare taxes.

Key Date: November 13, 2023

Churches having nonminister employees (or one or more ministers who report their federal income taxes as employees and who have elected voluntary withholding) may file their employer's quarterly federal tax return (Form 941) by this date instead of October 31 if all taxes for the third calendar quarter have been deposited in full and on time.

For complete information, consult the [2023 Church & Clergy Tax Guide](#) by [Richard R. Hammar, JD, LLM, CPA](#).

Visit [ChurchLawAndTax.com](#) for the expert insights you need to manage tax issues with confidence.

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