

Continue



Sorry to interruptCSS Error What is Uplink?Uplink is the name of the Indiana Department of Workforce Developments Unemployment Insurance system.Through Uplink Employer Self Service (ESS), you have access to services, 24 hours a day, 7 days a week.ESS allow you to: Apply for new account status onlineReview and manage your account information in detailAccess help screens and navigation aids to assist you in using the systemFile reports and make payments onlineReceive correspondences and notices before they are received in the mail.ESS enables you to receive improved customer service and reduces the time needed for processing reports and payments.Return to topNew UsersBACK BUTTON: Be sure not to click the Back button within your browser (top left of your screen). If you need to go back, either use the back button provided on the Uplink page you are on or use the left-hand navigation menu to go to another page.CLICK IT! Click Next or Submit by using your computers left mouse button to complete entry on a screen rather than hitting Enter on your keyboard. Some of the information that you enter may not stay in ESS if you use the Enter button.WHERES ALL THE INFO? If you cannot see the entire screen, so the less often you need to use the scroll bars on the right and bottom of the screen to see the entire screen.SAVE THIS LINK - Saving as a favorite or bookmarking a website makes it easier to return to ESS. You may use the Help menu item on your browser to help you determine how this is done, as methods for doing this vary by browser type.BE CAREFUL! It is very important that you take the time and extra care in entering your personal information precisely. If information is entered incorrectly, (i.e. Account number or FEIN being transposed, Username and Password spelled incorrectly) it will be extremely difficult to retrieve your information.REMEMBER! When you create your Password, it is wise to store it in a safe place. Do not share your password with others. A DWD employee will never ask you for your password.Return to topRegistering as a New EmployerYou can access ESS by selecting the uplink Employer Self-Service (click to login) option at Unemployment.IN.gov.To begin your new account process you first need to create your username and password. Select First Time User from the resources section of the welcome screen to start the account creation process.On the next screen indicate you are registering as an Employer and select the option button to indicate you do not have an existing UI Account number.You will be taken through screens to create your username and password after which you can log into the system from the logon screen.You will be asked to enter your FEIN and then complete several screens with information about your business. During this process you will receive your SUTA account number.We strongly suggest that you print all confirmations for your records.Return to topRegistering as an Existing EmployerYou can access ESS by selecting the uplink Employer Self-Service (click to login) option at Unemployment.IN.gov.To gain access to your existing UI account, you first need to create your username and password. Select First Time User from the resources section of the welcome screen.On the next screen indicate you are registering as an Employer and select the option button to indicate YES you have an existing Indiana DWD account number.You will be taken through screens to create your username and password after which you can log into the system from the logon screen.You will be asked to enter your FEIN and then complete several screens with information about your business. During this process you will receive your SUTA account number.We strongly suggest that you print all confirmations for your records.Return to topRegistering as an Agent and select the option button to indicate you do not have an existing UI account.You will be asked questions which will enable you to create your username and password at which you will return to the logon screen and be able to log into ESS and complete your Agent Profile.We strongly suggest that you print all confirmations for your records.Return to topEmployer/Agent Logon ProcessIf you have already created your username and password you can enter these on the ESS Logon screen and access ESS at any time (24 hours a day) to view your account.If you have not previously created your username and password please refer to the sections above on registering as an employer or agent.Return to topAccessing Account InformationAfter logging into ESS you will see your Employer Home Page.By using the navigation menu on the left side of the screen you can review and make changes to your account.If this is the first time you have entered ESS, please review the existing information to verify it is correct.Return to topPasswordThe forgot password option is near the top of the welcome screen immediately under the password box. After selecting Forgot Password?, the top option will allow the user to replace the current administrator if the email used is no longer available. If the email is still valid, scroll down to the next option to recover the current password by email. The user must know and have access to the current email box and the user's secret question to successfully retrieve the current password.Users can change their current password while in ESS via the Maintain Account menu on the left side of the screen by using the Change Password option.Return to topUplink Error MessageYou must contact the Customer Service Center by calling 1-800-891-6499 to report this problem between 8 a.m. and 4:30 p.m. Eastern.Return to topLogon ProblemsMake sure your username and password are correctly entered on the logon screen. If you continue to have problems contact the Uplink Customer Service Center by calling 1-800-891-6499 between 8 a.m. and 4:30 p.m. Eastern.Savings Time.Return to topAssigning a Recipient for Account CorrespondenceCorrespondence Agents can be assigned by using the Profile Maintenance Menu in ESS. Employers who designate a correspondence agent do not receive notices in the mail from DWD but are responsible for the information contained in the correspondence.To allow a third party agent to represent the employer via SIDES, the employer must designate the third party agent as a benefits correspondence agent in ESS.Return to topAssigning a User for Account AccessThe employer's internal administrator can create additional user accounts as long as each new user has a unique email address that has not been used previously in UPLINK.To add a new user, use the Mange Users button under What Would You Like To Do Today? or the Maintain Account option from the left side menu.Return to topProblems Assigning a UserIf you have attempted to assign a user, or if you have been given the agent account number for an Agent and cannot associate the user to your account, please contact us at 1-800-891-6499 to report this problem between 8 a.m. and 4:30 p.m. Eastern.Return to topFiling a Quarterly Wage and Employment ReportYou are required to file your quarterly report by selecting File Report on the ESS Home Screen or by selecting Wage Reports from the left hand navigation options on any screen.There are three options for reporting in ESS - manually enter wages, upload a .CSV file from a spreadsheet like Excel, or upload an ICESA+ (ASCII) file. Manually entering wages is limited to 50 workers due to security and time constraints.There is no limit to the number of wages that can be uploaded through a file.Return to topMaking a PaymentEmployers are required to use an electronic payment option for remitting contributions or reimbursements to DWD.You can make a payment on your SUTA account through Employer Self Service by accessing Payments menu item from the left hand navigation options on any screen. Payments can be made using a credit card or a checking account. Using a checking account to make payments is always free of added fees. If you are using a credit card, you will be required to pay the merchant fees in the form of a "courtesy fee" as a separate transaction on your credit card.If you are not able to use an online payment option, you can print a payment voucher and mail it with your check to DWD at PO Box 847, Indianapolis, IN 46206-0847. Please be sure to write your SUTA number on all remittances and communication to the Agency.Employers are responsible for delivery delays to DWD. All payments must be received on or before the due date to avoid the assessment of interest and penalty. Employers are responsible for correctly identifying the SUTA account on their payment. Posting delays caused by the employer's failure to provide a valid, correct, SUTA account number will result in interest and penalty assessments.Return to topUploading Wage InformationFile formats are found here.There are no limits to the number of workers that can be uploaded by an employer.If you are an agent and want to file for multiple employers at the same time, be sure to review the ESS Enhancement FAQ.Return to topDelinquent Reports/Past Due LiabilitiesWhen you log into ESS, your dashboard will have a banner that tells you if the account is currently in good standing or if something requires your attention. If you have an issue on the account, click the "Fix Now" option to file any missing reports or make any overdue payments.Return to topAddress ChangeAn Administrator can make address changes to your account by using Profile Maintenance from the left hand navigation options.From the available options, select Legal Information, enter the new information, and click on the Update button.You can add multiple addresses, also change the location options. Please be sure to change the benefits address using the Location option to assure prompt delivery of separation notices.Some changes require staff assistance. For a name change or any other status changes, please contact the Customer Service Center by calling 1-800-891-6499 to request assistance between 8 a.m. and 4:30 p.m. Eastern.Return to topRolesESS allows an administrator to assign a role to each user when they add the user to the account.Available Roles include: AdministratorAutomatically includes all additional roles cannot be assigned to an administrator.TaxThe tax role can be a stand-alone role, or additional roles can be assigned.The tax role does not include Wage Records or this must be added separately to authorize access.Wage RecordsMust have the Tax role to have the Wage Records role.Allows the user to see the details of any previously posted report.BenefitsThe benefits role can be a stand-alone role, or additional roles can be assigned.To represent an employer in SIDES, the agent must be assigned the Benefits Correspondence Agent role through the Profile Maintenance menu.Return to topAccount ManagementAdding users to an account requires an account administrator role.Administrators can remove other non-administrator users. Users with the administrator role cannot be removed.Return to topHelpful Information for Employers and Agents in ESSIf you are an officer, owner, or direct employee of the entity being issued a W-2 by that entity, then these are the steps for establishing an original administrator on an existing account:Secure a copy of the most recent Quarterly Wage and Employment report filed for the business. If it is close to the quarter due date, you may need the last two reports, as the security check relies on the most recent quarter posted by IDWD.Go to the UPLINK / ESS website at New UserAnswer the question Is this User ID going to be for a UI Employer or Agent- EMPLOYERAnswer the question Do you already have an existing Indiana DWD account number for the account type selected above YESEnter your FEIN number.Click NEXTAnswer the three security questions.Complete the fields to create the username and password.If your email address is already associated to an account in ESS, you will need a unique email address to create a new internal user account.If you get a message that says account already in use, it means that the username you have selected is being used by someone else and you need to create a unique username.Accept the affirmation of responsibility and identity.Print the New User Account Confirmation Screen.Check your inbox for an email verification to arrive. If it arrives in your junk/spam folder you will need to move it to your inbox for the link to work properly.Click the link to verify your email address and be taken to the login screen to access your account.Please note that the system will not allow you to use the same email address twice. If you are needing to access multiple SUTA account numbers through Employer Self Service, you will need to associate/link the additional accounts from the account under which you created the logon credentials.To do this, you will need to complete the following steps:Login to the account in ESS using your internal user credentials.Once logged in, from the left-hand navigation menu, under Maintain Account, select Add Additional Account.Enter the three pieces of information requested (FEIN, SUTA Number and Gross Wages of Most Recent Quarter/Year Filed) for each account number you are wanting to associate. This is required information and cannot be provided to you by DWD. If you do not know the most recent gross wages filed on an employer account, you would need to review your records to determine that information.Once youve entered all the information, click Add, Save, Update, or whatever the applicable option is on your screen. Once saved, the accounts should be linked.To access a linked account, click Select an Employer from the left-hand navigation menu. It should then provide you with a list of any associated accounts from which you can choose. You should also be given the option to access a particular immediately after logging into ESS through the primary account.If you are an officer, owner, or direct employee of the entity being issued a W-2 by that entity, then the steps for account recovery are as follows:Secure a copy of the most recent Quarterly Wage and Employment Report filed for the business.If it is close to the quarter due date, you may need the last two reports as the security check relies on the most recent quarter posted by IDWD.Go to the UPLINK / ESS website at Forgot PasswordClick Replace AdministratorAnswer the three security question using the Quarterly Wage and Employment Report (SUTA account number, FEIN, and gross wages of the most recent quarter/year filed)Complete the fields to create the username and password.If your email address is already associated to an account in ESS, you will need a unique email address to create a new internal user account.If you get a message that says account already in use, it means that the username you have selected is being used by someone else and you need to create a unique username.Accept the affirmation of responsibility and identity.Print the New User Account Confirmation Screen.Check your inbox for an email verification to arrive. If it arrives in your junk/spam folder you will need to move it to your inbox for the link to work properly.Click the link to verify your email address and be taken to the login screen to access your account.If you are an agent, please follow these steps to enroll if you do not already have an agent number:Go to the UPLINK / ESS website at New UserAnswer the question Is this UserID going to be for a UI Employer or Agent- AGENTAnswer the question Do you already have an existing Indiana DWD account number for the account type selected above NOClick NEXTComplete the fields to create the user name and password.If your email address is already associated to an account in ESS, you will need a unique email address to create a new agent account.If you get a message that says account already in use, it means that the username you have selected is being used by someone else and you need to create a unique username.Accept the user agreement.Print the New User Account Confirmation Screen.Check your inbox for an email verification to arrive. If it arrives in your junk/spam folder you will need to move it to your inbox for the link to work properly.Click the link to verify your email address and be taken to the login screen to access your account.Once you are enrolled as an agent, work with your clients to determine the nature of your relationship with the client.If the Agent and the employer want the Agent to receive all tax or benefits or tax and benefit mail, but do not wish to have the Agent access the employers account on-line, the employer will need to log into their ESS account and select the agent ID to act as a correspondence agent by following these steps:Select profile maintenance from the menu on the left side of the screen.Click Correspondence Agents,Click Search (next to Agent Details)Type in the Agent name or ID of the agent to be designated to receive tax mail, benefits mail, etc.Click Search (next to Agent ID box)A list of enrolled agents will populate in the Search Results section of the screen.Click the circle to the left of the Agent to be designated to receive mail.Click NEXT at the bottom of the screen.Select the Correspondence type from the drop down Read and accept the affirmation of responsibility.Click ASSIGNIF the Agent and the employer want the Agent to have access the employers account on-line, but not to receive mailings on behalf of the employer, the employer will need to log into their ESS account and select the agent ID to act as an external authorized user by following these steps:Select Maintain Users from the menu on the left side of the screen.Select User Information. Select ADD from the left side of the bar entitled External Account Authorizations (Agents)Click Search.Type in the Agent name or ID of the agent to be designated to receive tax mail, benefits mail, etc.Click Search.A list of enrolled agents will populate in the Search Results section of the screen.Click the circle to the left of the Agent to be designated to access your account on-line.Click NEXT at the bottom of the screen.Select the Auth Level* from the drop down.Read and accept the affirmation of responsibility.Click NEXTTo delete either type of agent, select the agent using the selection toggle and click delete.Accept the affirmation of authority and click delete again.If the Agent and the employer want the Agent to act as both an external authorized user, i.e. to have on-line access to the account, and to be a correspondence agent, the employer should use the above to designate the agent in both places.NOTE an employer may only have one benefits correspondence agent and one tax correspondence agent.An employer may have an unlimited amount of internal authorized users and external authorized users.We encourage the employer to list two internal administrators on their account as they can create additional internal users as well as reset existing users.Agents may not, per Indiana Administrative Code, act as an internal authorized user in ESS.Return to top Updated 1/15/2024 If your small business has employees working in Indiana, you must pay Indiana unemployment insurance (UI) tax. The UI tax funds unemployment compensation programs for eligible employees. (In Indiana, state UI tax is just one of several taxes that employers must pay. Other important employer taxes not covered here include federal UI tax, and state and federal withholding taxes.Different states have different rules and rates for UI taxes. Here are the basic rules for Indiana's UI tax. (Note that Indiana frequently refers to a state UI tax account as a "SUTA" account. SUTA stands for "State Unemployment Tax Act" or, more simply, "State Unemployment Tax.")Register With the Indiana Department of Workforce DevelopmentsAs an Indiana employer, your small business must open a state unemployment account with the Indiana Department of Workforce Development (DWD). You must register during the first calendar quarter that your business is liable to pay UI premiums (taxes). (See below for liability rules.)You can register for an account with DWD either online, which is the method DWD prefers, or on paper. Once you've registered, DWD will issue you a SUTA account number. To register online, use the Uplink Employer Self Service (ESS) website.To register on paper, use State Form 2837, Report to Determine Status. Blank forms are available for download from the Forms and Downloads section of the DWD website. There is no fee to register your business with DWD. Getting a Federal Employer Identification Number Rules for Unemployment Insurance Tax LiabilityIndiana changed its unemployment compensation law in 2015. Following the change, Indiana, unlike most other states and the federal government, no longer requires that a minimum amount of wages must be paid before an employer is liable for UI tax.Instead, the law basically assumes that typical employers are liable simply if they pay any wages to at least one employee. If you are a new employer in Indiana and have paid \$1 or more to a worker performing covered services within the state, you must register to pay SUTA.By contrast, under the Federal Unemployment Tax Act (FUTA), typical for-profit employers are liable for FUTA taxes if, during the current or preceding calendar year, they either:paid wages of \$1,500 or more in any calendar quarter, orhad one or more employees at any time in each of 20 calendar weeks.Different rules, not covered here, apply to agricultural workers, domestic (in-home) workers, and employees of some (but not all) non-profit organizations.State UI tax payments generally can be credited against your FUTA taxes. However, because Indiana borrowed federal funds to pay UI benefits in the wake of the Great Recession, and is in the process of paying back that loan, the amount of state UI taxes that currently can be credited against FUTA taxes might be lower than it otherwise would be.Wage Base and Tax RatesUI tax is paid on each employee's wages up to a maximum annual amount. Since 2011 in Indiana, that amount, known as the "taxable wage base," has been stable at \$9,500 (as of 2024).The state UI tax rate for new employers, also known as the "standard rate," also may change from one year to the next. However, in recent years, the rate has been stable at 2.5% (2024). (Businesses in the construction industry pay a higher starting rate.)The new employer rate usually remains in effect for at least 36 months. Established employers are subject to a lower or higher rate than new employers depending on an "experience rating." This means, among other things, whether your business has ever had any employees who made claims for state unemployment benefits.File Quarterly UI Tax Reports and PaymentsIn Indiana, UI tax reports (also known as "premium reports") and payments are due on or before the last day of the month following the end of each calendar quarter. In other words:QuarterWages Paid in PeriodDue Date (on or before)FirstJanuary, February, MarchApril 30thSecondApril, May, JuneJuly 31stThirdJuly, August, SeptemberOctober 31stFourthOctober, November, DecemberDecember 31stYou can file your reports and payments online or on paper. DWD recommends that reports be filed online. However, DWD also mails report forms to employers. Large employers (more than 200 employees) also have the option to report using electronic media (such as CDs or DVDs), but that option isn't covered here.As long as you have an active SUTA account, you must file reports every quarter by the due date. If you're liable for UI taxes for any part of a calendar year, you are liable for the entire year and must file quarterly reports for the entire year.If you believe your business no longer meets the qualifications for UI tax, you must notify DWD. In such cases, you must continue to file quarterly contribution and wage reports until you are notified that your account has been made inactive. You will be subject to a penalty if you fail to file.Post a Notice (Poster)You are required to prominently display a notice (poster) regarding state unemployment claims. The poster states that your business is subject to Indiana's UI laws and tells employees how to find information on UI benefits. DWD will send you a copy of this notice.You can also download copies that meet all legal requirements (UI Poster) from the Forms and Downloads section of the DWD website.Don't Misclassify Employees as Independent ContractorsEmployers who use independent contractors rather than hiring employees aren't subject to the UI tax. However, it's important that you don't misclassify an employee as an independent contractor.If you misclassify an employee, you could be subject to penalties or fines.Using Payroll Service CompaniesYou may decide that it's easiest to hand over responsibility for payroll, including UI taxes, to an outside payroll service. If so, keep in mind that your business, or even you personally, may still be held directly responsible for mistakes an outside payroll company makes. This article touches on only the basic elements of Indiana UI taxes. Avoid possible penalties for making mistakes by checking both the IRS and DWD websites for the latest information. DWD also has a helpful publication, Unemployment Insurance Employer Handbook, that you can download from the DWD website.In addition to state UI tax, employers have other responsibilities not covered in this article, such as federal UI tax, state and federal withholding taxes, required reporting of new hires, and required retention of employee records. Talk to a tax lawyer or employment attorney to learn more. Cant Locate Your New York Payroll Account Numbers? Find this on any previously filed quarterly tax return (Form NYS-45).Call the NY Department of Labor at 888-899-8810.What is SUTA in Indiana?State Unemployment Tax Act (SUTA) What is NY UI employer registration number?Call the Employer Hotline at (888) 899-8810.Is employer registration number the same as EIN?Business Registration Number Explained This unique identifier is only required in some states, such as Michigan, and its not the same as a federal EIN or Social Security number.How do I find my employer ID number without W2?You can locate your EIN on your confirmation letter from the IRS, old tax returns, old business loan applications, your business credit report, or payroll paperwork.You can also call the IRS to look up your federal tax ID number.How do I get a SUTA number in Indiana?Apply online at the Dept of Workforce Developments Employer Self Service portal to receive a SUTA Account Number immediately after completing registration.Find an existing SUTA Account Number on Form UC-1, Employers Quarterly Contribution Report, or, by contacting the Dept. of Workforce Development,Who pays SUTA in Indiana?employersThe UI tax funds unemployment compensation programs for eligible employees. In Indiana, state UI tax is just one of several taxes that employers must pay. Other important employer taxes, not covered here, include federal UI tax, and state and federal withholding taxes.What does SUTA mean on my paycheck?SUTA is a payroll tax required from employers. Its also known as state unemployment insurance (SUI). These taxes are placed in a states unemployment fund to pay benefits to employees who have separated from their employer.What is sui on w2?SUI is an acronym for state unemployment tax. This deduction from your paycheck is used to provide funds to your state for temporary support of workers who have lost their jobs.How do I get a NYS UI number?You can register by:applying online through New York Business Express (see Employer Registration for Unemployment Insurance, Withholding, and Wage Reporting for Business Employer (NYS 100), or calling the Department of Labor at 1 888 899-8810 or (518) 457-4179.What does a company registration number look like?What does a company registration number look like? A CRN will consist of eight numbers or a combination of eight alphanumeric characters, depending on where the company is incorporated.What is a state identification number?A state tax identification number (also known as a state EIN, a state employer ID, or a state tax registration) is a unique number assigned to a business or organization by the state where the business operates, and is used for filing taxes and hiring employees.Do all states have SUTA?State taxes vary including the State Unemployment Tax Act (SUTA) contribution rates. You should be aware of current rates and understand how the tax is calculated.Where can I find the updated 2022 SUTA rate ranges for my state?State2022 Employer Tax Rate RangeAlaska1%-5.4%Arizona0.08%-20.93%Arkansas0.3%-14.2%What is SUTA in California?State Unemployment Tax Act (SUTA) dumping is one of the biggest issues facing the Unemployment Insurance (UI) program. SUTA dumping is a tax evasion scheme where shell companies are set up to get low UI tax rates.What does Suta mean on my paycheck?What does Sui mean in box 14 on W2? Skip to content Square Payroll subscribers With Square, you can run payroll, pay your taxes and stay ahead of the compliance to focus on running your business. This guide is intended for your state taxes only. Its important to note that laws vary by jurisdiction, and this guide does not attempt to address all jurisdictions or federal taxes for example, counties or cities often have requirements that differ from federal and state law.Before you beginTo sign up for Square Payroll in Indiana, you must be registered with the Indiana Department of Revenue (DOR) and Indiana Department of Workforce Development (DWD) so we can pay and file your state taxes.For Indiana Department of Revenue, you need your:Indiana Tax Identification Number (13 digits, last 3 digits are your location number)For Indiana Department of Workforce Development, you need your:SUTA Account Number (6 digits)Indiana Employer Tax RateIndiana payroll tax detailsSquare Payroll processes the following per the frequency for the listed state agencies.Indiana Department of RevenueWithholding Tax Payment / Filing (WH-1): processes early-monthlyAnnual Withholding Tax Filing (WH-3)*: processes annuallyState W-2 Reporting: processes annuallyIndiana Department of Workforce DevelopmentUnemployment Insurance Tax Payment: processes quarterlyUnemployment Insurance Wage/Payroll Report (UC-5): processes quarterlyIndiana New Hire Reporting CenterNew Hire Reporting: processes per each new employeeRegister as a new employer in Indiana Find your Indiana tax account numbers Make Indiana payroll tax payments Make Indiana payroll withholding tax filings Make unemployment insurance tax filings in Indiana Amend duplicate tax filings in Indiana File your Form UC-1 with the Indiana Department of Workforce Development as soon as possible to avoid unnecessary penalties or fees from underreporting your wages and taxes. If you have any questions on filing your amendment, contact the IN Department of Workforce Development at 800-891-6499 or visit the Indiana Department of Workforce Development website. Payroll reciprocal state agreementsA reciprocal agreement is an agreement between two states that allows employees that work in one state but live in another to request exemption from tax withholding in their employment state. This means that the employee would not have income tax withheld from their paycheck for their employment state; they would only pay income taxes to the state where they live.A Non-Residency Certificate (or statement or declaration), is used to declare that an employee is a resident of a state which has a reciprocal agreement with their work state and therefore chooses to be exempt from withholding income tax in their work state. A non-resident employee qualifying for this exemption must complete and file this declaration with his or her employer as authorization for the employer to stop withholding state income taxes where the employee works. Employers should keep the non-residency certificate on file.Indiana has reciprocal agreements with:KentuckyMichiganOhioPennsylvaniaWisconsinNon-resident employees should file Form WH-47.Related articlesMake federal payroll tax paymentsSquare Payroll state tax resources Equal Opportunity is the Law. (La Igualdad De Oportunidad Es La Ley.) DWD is an equal opportunity employer that administers equal opportunity programs. Free auxiliary aids and services are available upon request to individuals with disabilities (TDD/TTY Number: 1-800-743-3333). Free language interpretation and translation services are also available upon request.

Indiana number. How do i find my suta number. How to find indiana university id.