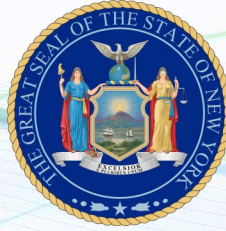


# New York



**NEW** employers in New York, complete steps 1-3 below

**EXISTING** employers in New York, complete step 3 only

## 1. Register for State Withholding Tax and Unemployment Insurance

Visit [https://www.businessexpress.ny.gov/app/answers/cms/a\\_id/3033](https://www.businessexpress.ny.gov/app/answers/cms/a_id/3033). Click on “Apply Online” and follow all the prompts. Your account will be active immediately and you will see your tax ID’s and your unemployment tax rate. For further information or help, call 888-899-8810.

## 2. Local Taxes

**New York City:** All employees who work in New York city are subject to the New York City PIT.

**Yonkers:** Residents of Yonkers are subject to the Yonkers Resident Withholding Tax. This tax is deducted from their paychecks if they perform services or are employed in New York state.

<https://www.nyc.gov/nycbusiness/description/yonkers-resident-withholding-tax>

## 3. Provide Tax ID numbers and applicable rates to Payroll City

- ✓ Submit your Withholding ID
- ✓ Submit your Unemployment ID and rate
- ✓ Notify Payroll City if you have employees who live or work in New York City or Yonkers
- ✓ Notify Payroll City if you have elected to deduct any SDI from your employee’s paycheck

### **Additional Information:**

New York has a State Disability Insurance (SDI) requirement and mandatory Paid Family Leave which will be automatically deducted from every employee’s paycheck.

Employers can elect to pay the ECET for New York employees who earn over \$40,000 annually. Contributed funds help employees cover the high costs associated with state and local income taxes. Since this is an elective contribution, Payroll City does not pay these taxes.

*New York also has a metropolitan commuter transportation mobility tax (MCTMT) Payroll City does not collect or file required submissions for this tax. For information on this tax visit <https://www.tax.ny.gov/bus/mctmt/emp.htm>*