

**sage** 50–Canadian Edition

# What's new

Release 2018.3

*This version of the software  
has been retired*

# Sage 50 Accounting—Canadian Edition

## What's New - Release 2018.3

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# Sage 50 Accounting—Canadian Edition (Release 2018.3)

This product update covers all product solutions of Sage 50 Accounting (Release 2018.3) and includes the updates from previous releases.

## What's new and product improvements

	Pro	Premium	Quantum
<b>Government compliance</b>			
<b>Payroll tax updates for July 1, 2018</b>  If you have a support plan that includes payroll tax updates, you benefit from timely and comprehensive in-house payroll processing within Sage 50 Accounting to help you save time and reduce the risk of payroll tax penalties at year-end.	Yes	Yes	Yes

## Payroll tax changes - Effective July 1, 2018

Important! If you are a current subscriber of Sage Business Care, your Product Update includes the payroll tax changes for July 1, 2018. For complete details on the CRA income tax changes, contact your local tax services office or visit the [CRA web site](#).

Your payroll update reflects the federal and provincial tax schedules in effect on July 1, 2018, as stated in the latest edition of Canada Revenue Agency's Payroll Deductions Formulas for Computer Programs; Canada Revenue Agency's Employers' Guide to Payroll Deductions; Québec's Guide for Employers: Source Deductions and Contributions for 2018; and the schedules of Employment Insurance, Canada Pension Plan, and Québec Pension Plan.

## What's new in this tax update

The July 1, 2018 tax update contains changes to payroll tax tables and Sage 50 Accounting payroll tax calculations. This document addresses only the payroll tax changes that may require you to adjust your payroll records.

## Provincial and territorial tax changes

### Ontario

Ontario has changed the tax brackets for individuals and eliminated the Ontario surtax. Since some employees have been taxed at a different tax rate for the first six months of this year, a prorated tax rate will apply for the remaining six months, commencing with the first payroll in July.

Effective July 1, 2018, the brackets and rates are:

2018 Brackets	Rates
First \$42,960	5.05%
Over \$42,960 to \$71,500	9.15%

2018 Brackets	Rates
Over \$71,500 to \$82,000	12.85%
Over \$82,000 to \$85,923	17.85%
Over \$85,923 to \$92,000	15.84%
Over \$92,000 to \$150,000	23.84%
Over \$150,000 to \$220,000	25.84%
Over \$220,000	27.90%

### Prince Edward Island

The basic personal amount has increased to \$8,660 from \$8,160. Since the previous amount has been used for employees for the first six months of this year, a basic personal amount of \$9,160 will be applied for the remaining six months commencing with the first payroll in July.

## Before you start processing payroll

- Review the new federal TD1 form and the TD1 form for your province or territory (or the TP 1015.3- V form for Québec) to become familiar with any changes.
- Provide your employees with the 2018 federal/provincial/territorial TD1 forms if they need to make changes to their personal claims.
- Adjust your employee records in Sage 50 Accounting to reflect the new tax credit amounts.

## Preparing for payroll after tax changes

This section describes what you need to adjust in Sage 50 Accounting after tax changes become effective.

### Step 1: Adjust employees' federal personal tax credit claims

To adjust the federal personal tax credit claims, follow these steps:

1. If an employee's personal claim amount has changed, this employee must complete the new federal TD1 form.
2. Close all Employee Records windows in Sage 50 Accounting.
3. From the Home window, choose the Maintenance menu, then Update Employee Claims.
4. Select Federal to indicate you are updating the federal tax credits.
5. From the list, select all or only those employees you want to modify.
6. To update the basic personal amounts, click Update Basic Personal Amount.
7. To update the indexed amounts from the federal TD1 form, do one of the following:
  - Select Factor and enter the factor by which the claim amount will increase.
  - Select Amount and enter the amount by which the claim amount will increase. If you need guidance in calculating this amount, see [Indexation Guidelines](#).
8. To update the non-indexed amounts from the federal TD1 form, enter the amount changes in the Non-Indexed Amounts column for each employee.

### Step 2: Adjust employees' provincial (or territorial) personal tax credit claims

To adjust the provincial/territorial claims, follow these steps:

1. If an employee's personal claim amount has changed, the employee must complete the new provincial or territorial TD1 form (or TP 1015.3 V form, for Québec).
2. Close all Employee Records windows in Sage 50 Accounting.
3. From the Home window, choose the Maintenance menu, then Update Employee Claims.
4. Select Provincial to indicate you are updating the provincial or territorial tax credits and then the province or territory that you want to make changes for.
5. From the list, select all or only those employees you want to modify.
6. To update the basic personal amounts, click Update Basic Personal Amount.
7. To update the indexed amounts from the provincial or territorial TD1 form, do one of the following:
  - Select Factor and enter the indexing factor by which the claim amount will increase.
  - Select Amount and enter the amount by which the claim amount will increase. If you need guidance in calculating this amount, see [Indexation Guidelines](#).
8. To update the non-indexed amounts from the federal TD1 form, enter the amount changes in the Non-Indexed Amounts column for each employee.

## Indexation Guidelines

In Sage 50 Accounting there are two fields on the Taxes tab of the Employees Record window which hold the employee's claim amounts that are subject to indexing:

- Federal Other Indexed Amounts
- Provincial Other Indexed Amounts

## Calculate the federal claim amount that is subject to indexing

From the Total Claim Amount of the federal TD1 form, subtract the items that are not subject to indexing. Currently, the personal tax credit amounts on the federal TD1 form that are not subject to indexing are:

- Pension Income Amount
- Tuition and Education Amount (full time)
- Tuition and Education Amount (part-time)
- Pension Income, Tuition, and Education Amounts Transferred from Spouse or Dependant

For provincial claims, some provincial and territorial governments have set their own indexation requirements. For example, in Alberta and Ontario, all personal tax credit amounts are subject to indexing.

Because indexation requirements vary from jurisdiction to jurisdiction, and are subject to change, you should review the indexation requirements set by the federal, provincial or territorial governments before entering the employee's Federal (or Provincial) claim subject to indexing field.

# Sage 50 Accounting—Canadian Edition (Release 2018.2)

This product update covers all product solutions of Sage 50 Accounting (Release 2018.2) and includes the updates from previous releases.

## What's new and product improvements

	Pro	Premium	Quantum
<b>Sage 50cloud solutions</b>			
<b>Sage Bank Feeds</b> Sage Bank Feeds makes it easy to keep the books accurate & up-to-date. Save time by automatically downloading bank/credit card transactions into Sage 50. Reduce the risk for error and say goodbye to manual reconciliation with paper statements.	Yes	Yes	Yes
<b>Sage Intelligence</b>			
Through the Office 365 integration <sup>1</sup> , Sage Intelligence provides Sage 50cloud customers with additional reporting options online. Along with an updated user interface for an improved user experience, Sage Intelligence also offers PDF export.	Yes	Yes	Yes
<b>Sage Capture</b>			
Now available for Android, Sage Capture <sup>2</sup> lets you capture and document purchases and expenses when you are away from the office. Pics are uploaded to One Drive and then downloaded to your Sage 50cloud company.	Yes	Yes	Yes
<b>Get paid faster</b>			
<b>Invoice Payments</b> Invoice Payments makes creating and sending professional invoices fast and easy. After a quick and hassle-free setup, you can help your customers pay you online by emailing invoices with a pay now link. Save time by reconciling payments into your accounts. It's that easy. Now you can focus on what really matters, growing your business.	Yes	Yes	Yes
<b>Improved experience</b>			
<b>Match Bank Transactions</b> Transaction matching has been further enhanced with additional options when creating missing transactions.	Yes	Yes	Yes

<sup>1</sup> Microsoft Office 365 Business Premium is required.

<sup>2</sup> Microsoft Office 365 Business Premium is required.



	Pro	Premium	Quantum
<b>Easy access to Office 365 Integration</b>	Yes	Yes	Yes
With just a click, you can now access our cloud and mobile offerings that are included with Office 365 Integration on the Cloud & Mobile pane.			

## Resolved Issues

The following issues have been resolved:

(Pro Accounting and higher) You can now print from the Print Preview window in various sales, purchases, and payroll windows.

(Pro Accounting and higher) When looking up paycheques, numbers are no longer being recalculated.

(Pro Accounting and higher) If you create an employee record by importing a file, the Calculate Tax field is selected.

# Sage 50 Accounting (Release 2018.1)

This product update covers all product solutions of Sage 50 Accounting (Release 2018.1) and includes the updates from previous releases.

## What's new and product improvements

	Pro	Premium	Quantum
<b>Improved experience</b>			
<b>Match Bank Transactions</b>	Yes	Yes	Yes
<ul style="list-style-type: none"> <li>Enter missing transactions easily and breeze through reconciliation routines with matching (automatic and manual) of bank transactions from imported transactions. Stay on top of your records with a simple report that shows the bank transactions that are matched or unmatched with your accounting records.</li> <li>Save time and minimize the opportunity for errors by matching new transactions from imported statements.</li> </ul>			
<b>Sage 50cloud solutions</b>			
<b>Microsoft Office 365 integration</b>	Yes	Yes	Yes
User Permissions <sup>1</sup>			

<sup>1</sup> Microsoft Office 365 Business Premium is required.

	Pro	Premium	Quantum
<ul style="list-style-type: none"> <li>Business builders can now control what employees see in their Sage 50 Microsoft Office 365 apps with User Permissions.</li> <li>Save time by providing team members access to relevant accounting data based on their roles. Gone are the days of sifting through mounds of data - say hello to efficiency!</li> </ul>			
<b>Government compliance</b>			
<p>eFile T4As</p> <p>Breeze through filing your T4As<sup>1</sup> - Sage 50 now enables companies to electronically file their T4As (permitted for companies with less than 50 contractors. Required for companies with 50 or more contractors).</p>	Yes	Yes	Yes

## Resolved Issues

The following issues have been resolved:

(Pro Accounting and higher) The Download Summary for Sage Capture transactions was partly in English when viewing your company in French.

(Pro Accounting and higher) If you were working in French and emailed a customer statement, the file was incorrectly named "statement.pdf". This also occurred when viewing your company in English and the customer preferred to conduct business in French.

(Pro Accounting and higher) If you looked up a paycheque older than the previous calendar year, you could reverse the paycheque, which would then cause incorrect YTD amounts.

(Pro Accounting and higher) After converting to Release 2018.0, if a vendor record had an Other Payment transaction with more than two sales tax codes and you tried to record a payment, Sage 50 would stop working when the vendor list or Vendor window opened.

(Pro Accounting and higher) When attempting to look up general journal entries posted before the "Do not allow transactions before" date, an error relating to adjusting transactions would appear.

(Pro Accounting and higher) If you entered a contact name with more than 26 characters on the Contact Information tab of the Export RL-1 window, Sage 50 would stop working.

(Pro Accounting and higher) If you exported a paycheque to a CSV file, the header for the cheque number column was missing.

(Pro Accounting and higher) When converting an order with prepaid amounts to an invoice, sometimes errors occurred with the line item tax amounts due to rounding.

## Payroll tax changes - Effective January 1, 2018

Important! If you are a current subscriber of Sage Business Care, your Product Update includes the payroll tax changes for January 1, 2018. For complete details on the CRA income tax changes, contact your local tax services office or visit the [CRA web site](#).

<sup>1</sup> An active plan that includes T4A forms is required.

Your payroll update reflects the federal and provincial tax schedules in effect on January 1, 2018, as stated in the latest edition of Canada Revenue Agency's Payroll Deductions Formulas for Computer Programs; Canada Revenue Agency's Employers' Guide to Payroll Deductions; Québec's Guide for Employers: Source Deductions and Contributions for 2018; and the schedules of Employment Insurance, Canada Pension Plan, and Québec Pension Plan.

## What's new in this tax update

The January 1, 2018 tax update contains changes to payroll tax tables and Sage 50 Accounting payroll tax calculations. This document addresses only the payroll tax changes that may require you to adjust your payroll records.

### Changes to tax brackets and rates

The following changes have been announced for either tax rates or income thresholds. These changes are effective January 1, 2018, unless otherwise stated.

#### Federal

2018 Brackets	Rates
First \$46,605	15%
Over \$46,605 to \$93,208	20.5%
Over \$93,208 to \$144,489	26%
Over \$144,489 to \$205,842	29%
Over \$205,842	33%

#### Alberta

2018 Brackets	Rates
First \$128,145	10%
Over \$128,145 to \$153,773	12%
Over \$153,773 to \$205,031	13%
Over \$205,031 to \$307,547	14%
Over \$307,547	15%

#### British Columbia

2018 Brackets	Rates
First \$39,676	5.06%
Over \$39,676 to \$79,353	7.7%

<b>2018 Brackets</b>	<b>Rates</b>
Over \$79,353 to \$91,107	10.5%
Over \$91,107 to \$110,630	12.29%
Over \$110,630 to \$150,000	14.7%
Over \$150,000	16.8%

## Manitoba

<b>2018 Brackets</b>	<b>Rates</b>
First \$31,843	10.8%
Over \$31,843 to \$68,821	12.75%
Over \$68,821	17.4%

## New Brunswick

<b>2018 Brackets</b>	<b>Rates</b>
First \$41,675	9.68%
Over \$41,675 to \$83,351	14.82%
Over \$83,351 to \$135,510	16.52%
Over \$135,510 to \$154,382	17.84%
Over \$154,382	20.3%

## Newfoundland &amp; Labrador

<b>2018 Brackets</b>	<b>Rates</b>
First \$36,926	8.7%
Over \$36,926 to \$73,852	14.5%
Over \$73,852 to \$131,850	15.8%
Over \$131,850 to \$184,590	17.3%
Over \$184,590	18.3%

## Northwest Territories

2018 Brackets	Rates
First \$42,209	5.9%
Over \$42,209 to \$84,420	8.6%
Over \$84,420 to \$137,248	12.2%
Over \$137,248	14.05%

## Nunavut

2018 Brackets	Rates
First \$44,437	4%
Over \$44,437 to \$88,874	7%
Over \$88,874 to \$144,488	9%
Over \$144,488	11.5%

## Ontario

2018 Brackets	Rates
First \$42,960	5.05%
Over \$42,960 to \$85,923	9.15%
Over \$85,923 to \$150,000	11.16%
Over \$150,000 to \$220,000	12.16%
Over \$220,000	13.16%

## Quebec

2018 Brackets	Rates
First \$43,055	15%
Over \$43,055 to \$86,105	20%
Over \$86,105 to \$104,765	24%
Over \$104,765	25.75%

## Saskatchewan

2018 Brackets	Rates
First \$45,225	10.5%
Over \$45,225 to \$129,214	12.5%
Over \$129,214	14.5%

## Yukon

2018 Brackets	Rates
First \$46,605	6.4%
Over \$46,605 to \$93,208	9%
Over \$93,208 to \$144,489	10.9%
Over \$144,489 to \$500,000	12.8%
Over \$500,000	15%

## Personal Tax Credit for 2018

Effective January 1, 2018, the federal, provincial, and territorial personal tax credits that employees can claim are changing. These changes are reflected in the new federal, provincial, and territorial TD1 forms, and the Quebec TP-1015.3-V form.

Provinces / Territories	Basic Personal Amounts
Federal	\$11,809
Alberta	\$18,915
British Columbia	\$10,412
Manitoba	\$9,382
New Brunswick	\$10,043
Newfoundland and Labrador	\$9,247
Northwest Territories	\$14,492
Nunavut	\$13,325
Ontario	\$10,354
PEI	\$8,160

Provinces / Territories	Basic Personal Amounts
Quebec	\$15,012
Saskatchewan	\$16,065
Yukon	\$11,809

Nova Scotia

For 2018, to determine the Basic Personal Amount, the CRA has provided a [worksheet](#) for your use.

## Indexing factors for 2018

The federal government, provinces, and territories have announced their indexing factors for 2018.

Provinces / Territories	Indexing Factor
Federal	1.5%
Alberta	1.2%
British Columbia	2.0%
Manitoba	1.2%
New Brunswick	1.5%
Newfoundland and Labrador	3.0%
Northwest Territories	1.5%
Nunavut	1.5%
Ontario	1.8%
Quebec	0.82%
Yukon	1.5%

## Workers' Compensation Board Maximum Assessable Earnings for 2018

The maximum assessable earnings are as follows:

Provinces / Territories	Maximum Assessable Earnings
Alberta	\$98,700.00
British Columbia	\$82,700.00
Manitoba	\$127,000.00

Provinces / Territories	Maximum Assessable Earnings
New Brunswick	\$63,600.00
Newfoundland and Labrador	\$64,375.00
Northwest Territories	\$90,600.00 (unchanged)
Nova Scotia	\$59,800.00
Nunavut	\$90,600.00 (unchanged)
Ontario	\$90,300.00
PEI	\$53,400.00
Quebec	\$74,000.00
Saskatchewan	\$82,627.00
Yukon	\$85,601.00 (unchanged)

## Changes to the Canadian Pension Plan

For 2018, the maximum pensionable earnings for the Canada Pension Plan (CPP) has increased to \$55,900.

The maximum CPP employer and employee contribution to the plan for 2018 will be \$2,593.80, with the employee and employer each contributing 4.95%.

## Changes to the Quebec Pension Plan

For 2018, the maximum pensionable earnings for the Quebec Pension Plan (QPP) has increased to \$55,900.

The maximum QPP employer and employee contribution to the plan for 2018 will be \$2,829.60, with the employee and employer each contributing 5.4%.

## Changes to Employment Insurance

For 2018, Employment Insurance (EI) premium rates have increased for both Quebec and provinces and territories outside of Quebec.

Outside Quebec, premium rates will be 1.66% and the annual maximum insurable earnings (MIE) will be \$51,700.

In Quebec, EI premium rates have increased to 1.30% and the MIE will be \$51,700.

## Changes to the Quebec Parental Insurance Plan

For 2018, the maximum Quebec Parental Insurance Plan (QPIP) insurable earnings amount has been increased to \$74,000.

The QPIP employee premium rate remains at 0.548%. The QPIP employer premium rate remains 0.767%.



# Sage 50 Accounting (Release 2018.0)

This product update covers all product solutions of Sage 50 Accounting (Release 2018.0) and includes the updates from previous releases.

## What's new and product improvements

	Pro	Premium	Quantum
<b>Sage 50cloud solutions</b>			
<b>Microsoft Office 365 integration</b> Set Synchronization Frequency  Business builders can now set an auto-synchronization schedule to control how frequently Office 365 <sup>1</sup> and Sage 50 is synchronized for more real-time data. Make better business decisions with more up-to-date information.	Yes	Yes	Yes
<b>Improved security</b>			
<b>Database upgrade</b>  Sage always has your company's best interest in mind, especially the safety and security of your company data. With this in mind, we have upgraded the Sage 50 Accounting database to MySQL 5.7.18. This new technology gives you peace of mind by improving on both.	Yes	Yes	Yes

## General Information about Product Updates and Product Upgrades

Important! Sage 50 Accounting product updates are only available to current subscribers of a Sage Business Care plan. Payroll updates and features are only available to current subscribers of a Sage Business Care plan with payroll tax table updates. If you do not know whether your subscription is current, or you need to sign up or renew your subscription, contact Customer Sales at 1-888-261-9610.

## How is Sage 50 Accounting updated?

- Automatically, using Sage 50 Accounting (recommended)
- Manually, using Sage 50 Accounting.
- By downloading the update from the Sage 50 website.
- If you have paid to receive a CD, by running the product update CD.

<b>Back up your data</b>	Always back up your data before installing your product update, and before any major changes, such as before advancing the session date to a new calendar or fiscal year.
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<sup>1</sup> Microsoft Office 365 Business Premium is required.

## How to automatically update Sage 50 Accounting

Sage 50 Accounting automatically checks for product updates whenever you are connected to the Internet. When an update is available, the update downloads in the background. When you close Sage 50 Accounting, you will be notified that an update is available to be installed. Click Yes to install it. You do not need to enter any information during the update process.

For more information, search for “Automatic Updates” in the Help.

## How to manually update Sage 50 Accounting

By default, “Automatic Updates” are turned on. We recommend that you keep this setting turned on. If you choose to turn off this option, you can always manually download the updates when you are connected to the Internet.

## Download product updates from the Sage 50 website

For your convenience, updates are also available on the [Sage 50 website](#). Please follow the installation instructions.

Important! Updating Sage 50 Accounting in a multi-user environment (Sage 50 Premium Accounting and higher)

- Install this product update on all computers running Sage 50 Accounting, including computers on which you have performed server-only type installations of Sage 50 Accounting.

## How to upgrade to Sage 50 Accounting

An upgrade of Sage 50 Accounting can involve one or more of the following changes:

- Getting the latest version - If you would like to get the latest updates offered for your current Sage 50 Accounting product, you can upgrade from an earlier version of Sage 50 Accounting.
- Moving to a higher Sage 50 Accounting product - If your business requires a richer set of accounting features, you can upgrade to the latest version of a higher Sage 50 Accounting product (for example, moving from Sage 50 Premium Accounting to Sage 50 Quantum Accounting). This option also upgrades your version of Sage 50 Accounting if you are not already using the latest version of the program.
- Adding more user licences - If you want to increase the number of concurrent users in Sage 50 Accounting, you can upgrade your program to allow more users. If required, this option also upgrades your version and moves you to a higher Sage 50 Accounting product at the same time.

For any of these scenarios or for more information about upgrading your Sage 50 Accounting solution, contact Customer Sales at 1-888-261-9610.

## Sage 50—Canadian Edition

Customer sales: 1-888-261-9610

Customer service: 1-888-222-8985

Customer support: 1-888-522-2722



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