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Our numbers are just right.



Per Diem Rates for 2021-2022
Effective October 1, 2021

Anytime an employee incurs lodging and meal expenses while out of town for work, the employee can be reimbursed for these expenses. [Learn more on how to utilize the High-Low Method .](#)

Automobile Auto Allowances
Employee Auto Use

Your employee's W-2 Form must include any excess reimbursements for automobile expenses. Current IRS rules require documentation by employees when receiving automobile allowances. They must document the business usage of their automobile. This does not mean they have to submit receipts; but, it does require completed documentation such as the attached form. The Company is not required to audit expenses. The employee may document the business miles only (Method 1) or report actual expenses (Method 2).

The period of expenses and allowances may cover November 1, 2020 to October 31, 2021. This period, allowed by IRS regulations, gives the company time to review the information and include any excess allowances on W-2s.

[See the full article and sample employee recap calculation form](#)

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[Don't Be A Burden: It's never too early to discuss your end-of-life wishes](#) by Cynthia McLagan, EA

[Minimize IRS Payment Penalties](#) by Jonathon Lansink, CPA

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Client Line

[Understanding Form 1099 For Your Business](#)

In January, your company may need to send 1099s to certain individuals and some businesses. And you might receive a few. Learn about the common Form 1099 that companies send and receive. [See full article.](#)

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