ANNOUNCEMENTS

Mandatory Electronic Filing For Employers With 25 or More Employees:

- Effective for 4th quarter 2011 reporting due on or before **January 31, 2012** employers with more than 25 employees are required to file and pay their quarterly Unemployment Insurance Wage and Contribution Reports online. This reporting includes Health Care Contribution reporting and payment.
- A penalty assessment of $100.00 will be applied to employers who fail to comply with this mandated electronic filing and payment requirement.

Employers with 25 to 250 employees:

- Employers in this category must utilize the Vermont Tax and Wage System (VITWS). The VITWS application can be found on our website at www.labor.vermont.gov on the left hand side under "Unemployment Insurance" by clicking on "Employer Applications".
- If you are registered to use this application your PIN is printed in the upper-middle section on the front of your C-101 and you can file online by following the links above and going to **"Quarterly UI Tax Reporting"**.
- If you have not registered and/or there is no PIN on your report, you must register by following the links above and click on **"Register for UI Tax Reporting" BEFORE JANUARY 20, 2012**.
- Once you have registered you will receive a PIN in the mail each quarter to access the secure system.

Employers with more than 250 employees:

- Employers in this category must utilize the Large Employer Reporting system.
- The specifications and application (Form C-29A) is online at www.labor.vermont.gov by going to "Forms and Publications" in the grey ribbon at the top of the page and clicking on "Employer Forms" under the green bar labeled "Unemployment Insurance Forms and Publications."
- To utilize this system, you must submit this application as directed in the C-29A **BEFORE JANUARY 20, 2012.**

Employers with less than 25 employees:

- If you employ less than 25 employees you are not required to file or pay online, however, it is recommended and will save you time and postage.

Further information is available on our website, www.labor.vermont.gov , by clicking the "Critical Information for UI Employers" link under "News" on the right hand side of the page. If you do not have access to the web, please call Employer Services at 802-828-4344 for further assistance.

MINIMUM WAGE CHANGE EFFECTIVE JANUARY 1, 2012

Vermont's minimum wage will change from **$8.15 to $8.46** per hour and the basic wage for tipped employees will change from **$3.95 to $4.10** per hour on January 1, 2012. Service or tipped employees are individuals working in places who customarily and regularly receive more than $120.00 a month in tips for direct and personal services.

CHANGE IN MEALS AND LODGING ALLOWANCE

The amount an employer shall be entitled to deduct from the wages earned for an allowance for meals and lodging has been updated. For details visit www.labor.vermont.gov under "News" or call 802-828-0267.

PHONE SURVEY GOING OUT TO EMPLOYERS

In the near future, employers will be contacted by phone from a representative on behalf of VDOL to obtain e-mail addresses in preparation for future electronic notifications. This process will enable us to more effectively communicate with employers.