

What information do I need to submit in my wage report?

To begin, you will need the SUTA account number and the quarter/year for which you want to file a report.

You are required to submit the following information for each worker that performs services for remuneration (*ie. gets paid*) in the quarter:

- Social Security Number
- Last Name
- First Name
- Middle Initial (if any)
- Gross Wages subject to unemployment tax (*do not include Section 125 cafeteria plan payment or other excluded payments. See the Employer Handbook for more information.*)
- SOC code (*This is a six-digit representation of the person's job title.*)
- Most recent hire date (*the date reported for Indiana New Hire purposes*)
- Part-time, full-time, or seasonal worker status
- Indiana Zip Code where the worker primarily performs services
- FEIN number to be used on the worker's W2 or 1099
- Yes/No indicator if the worker was compensated during the week containing the 12th day of each month in the quarter

