



IMPORTANT UPDATE FOR CHECKMARK ONLINE PAYROLL

We're excited to let you know that CheckMark Online Payroll has been updated with the latest 2026 tax tables, helping ensure a smooth and accurate payroll experience in the new year.

To make sure you're processing payroll with the most up-to-date **2026 tax tables**, please complete the steps below when you [sign in to CheckMark Online Payroll](#):

Step 1: Update Payroll Year:

- Go to the **Company** section.
- Click [Additional Information](#) page.
- Update the Payroll Year to **2026**.
- Click **Save** to confirm the changes.

Step 2: Update Tax Tables:

- Navigate to the Dashboard.
- Locate and click **Latest Tax Tables**. (This button will appear only after completing Step 1.)
- Update the Federal, State, and Local Taxes to ensure compliance with the latest regulations.

Once these steps are complete, you'll be ready to process payroll using the most current tax information for 2026.

If you have any questions or need assistance, please call 970.225.0522 or email support@checkmark.com—our team is happy to help.

Thank you for choosing CheckMark Online Payroll. We wish you a successful and prosperous 2026!