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## A PUBLICATION FROM THE TAX DIVISION

### TREASURY IMPLEMENTS PHASE 2 OF SURI TRANSITION



The Puerto Rico Treasury Department ("Treasury") has informed all merchants about the implementation of the second phase in the transition of other tax platforms into the Unified Internal Revenue System (or "SURI", its Spanish acronym). The tax platforms phase in at this stage are: withholdings at source, (including W2 Forms and informative returns), estate and gift taxes, excise taxes, alcoholic beverage taxes, and license fees.

Because the Treasury deactivated the payment function of the above – mentioned platforms in "*Colecturía Virtual*", it is important to make sure that your Company's SURI account has a registered Administrator. We recommend that the Administrator be the entity's owner or a high-level officer since he/she will have access to the entity's confidential information and will grant access to other users of the SURI platform.

To verify whether your company has a registered Administrator, follow these instructions:

- ▶ Access your SURI account
- ▶ Press the *Settings* button on the upper right hand side of the screen
- ▶ Press the *Access* button. The *General Access* field should show the term **Master Administrator**

If the Company has a registered Master Administrator, verify that all tax accounts migrated into the SURI platform. In addition, provide new access to users for the accounts migrated to SURI.

If you need assistance and/or further information, please contact María Martínez, Supervisor of our Business Solutions Division at [mmartinez@vgmmcpa.com](mailto:mmartinez@vgmmcpa.com).

**Valdés, García, Marín & Martínez, LLP** is a Puerto Rico based firm of Certified Public Accountants and Consultants organized as a partnership for the practice of public accounting since 1975. Our 40 years of experience in public accounting support our commitment to excellence and professionalism.

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Please contact your account service partner should you have any questions or comments or if you need additional information regarding these matters.

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