

Key Points for PPP Forgiveness and Form 943

- The instructions for SBA Form 3508 (Paycheck Protection Program Loan Forgiveness Application, Revised June 16, 2020) states that borrowers must submit as documentation as eligible payroll expenses Tax Forms for the periods that overlap the Covered Period or the Alternative Covered Period including payroll tax filings reported, or that will be reported, to the IRS, typically Form 941.
- Form 941 is the standard payroll tax form used for non-farm labor, and is filed on a quarterly basis
- Agricultural businesses whom employ “Farm Labor” are required to use Form 943 instead of Form 941
- Form 943 is filed on an annual basis, typically in January
- This will require many Agricultural businesses to wait until January of 2021 to submit their applications for loan forgiveness, even if their covered period ended long before then.
- Can the SBA provide some additional options for Agricultural businesses to enable them to apply for loan forgiveness on a timelier basis?

Note: if the business uses a third-party payroll provider, they may use an ‘equivalent report’ to the payroll tax filings as a substitute of documentation. So, the above issue applies only to those businesses who prepare their payroll in-house.

Additional Resources

U.S. Small Business Administration Offices:

SBA Headquarters Office:

U.S. Small Business Administration
409 3rd St, SW Suite 8800
Washington, DC 20416
[SBA.gov](https://www.sba.gov)

Regional SBA offices:

SBA Region I: New England States
10 Causeway St Suite 265A
Boston, MA 02222
[Sba.gov/offices/regional/i](https://www.sba.gov/offices/regional/i)

SBA Region II: NY, NJ, Puerto Rico and U.S. Virgin Islands
26 Federal Plaza Suite 3108
New York, NY 10278
[Sba.gov/offices/regional/ii](https://www.sba.gov/offices/regional/ii)

Selected District Offices:

Augusta ME District Office
68 Sewall St, Room 512
Augusta, ME 11110
Sba.gov/offices/district/me/augusta

Concord NH District Office
55 Pleasant St Suite 3101
Concord, NH 03301
Sba.gov/offices/district/nh/concord

Providence RI District Office
380 Westminster St Room 511
Providence, RI 02903
Sba.gov/offices/district/ri/providence

Springfield MA District Office
1 Federal St Building 101-R
Springfield, MA 01105
Sba.gov/offices/district/ma/boston

Hartford CT District Office
280 Trumbull St 2nd Floor
Hartford, CT 06103
Sba.gov/offices/district/ct/hartford

Syracuse NY District Office
224 Harrison St 5th Floor
Syracuse, NY 13202
Sba.gov/offices/district/ny/syracuse

Newark NJ District Office
2 Gateway Center Suite 1002
Newark, NJ 07102
Sba.gov/offices/district/nj/newark