REVENU QUÉBEC

2023

SOURCE DEDUCTION TABLES FOR QPP CONTRIBUTIONS

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YOU PLAY AN ESSENTIAL ROLE IN THE FULFILMENT OF OUR MISSION.

By adequately calculating the source deductions of your employees and your employer contributions, you make sure that you and your employees are contributing to society's future.

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NOTE

The source deduction tables for QPP contributions are available on our website.

PRINCIPAL CHANGES

The table below provides the Québec Pension Plan (QPP) data for 2023.

QPP data	2023
Maximum pensionable earnings (pensionable salaries and wages)	$66,600
Basic exemption	$3,500
Maximum contributory earnings	$63,100
Contribution rate	6,40%
Employee's maximum contribution	$4,038.40
Employer's maximum contribution (per employee)	$4,038.40

INTRODUCTION

This document contains information that will help you use the source deduction tables for Québec Pension Plan (QPP) contributions. It should be used with the *Guide for Employers* (TP-1015.G-V), which contains all information concerning QPP contributions.

You use the tables to determine the QPP contribution you have to withhold from an employee's pensionable salary or wages. You have to pay an employer contribution equal to the QPP contribution you withhold from the employee's pensionable salary or wages.

NOTE
You can use the WebRAS tool on our website to calculate source deductions and employer contributions.

HOW TO USE THE SOURCE DEDUCTION TABLES FOR QPP CONTRIBUTIONS

The source deduction tables for QPP contributions are available on our website. They consist of tables A and B, and a table showing the exemption for irregular pay periods.

Table A should be used for an employee whose employment is **continuous** with **regular** pay periods. Table A is divided into six schedules:

- Schedule A – QPP Contributions: 53 Pay Periods
- Schedule B – QPP Contributions: 52 Pay Periods
- Schedule C – QPP Contributions: 27 Pay Periods
- Schedule D – QPP Contributions: 26 Pay Periods
- Schedule E – QPP Contributions: 24 Pay Periods
- Schedule F – QPP Contributions: 12 Pay Periods

Use the schedule that covers the number of pay periods you have in the year.

Table B should be used for an employee whose employment is **non-continuous**. Table B is divided into two schedules:

- Schedule G – QPP Contributions: Rate Per Hour
- Schedule H – QPP Contributions: Rate Per Day

Use Schedule G if an employee is paid by the hour and Schedule H if an employee is paid by the day.

The table in Schedule I, *QPP Contributions: Irregular Pay Periods*, shows the **pay period exemption** that applies to the number of days included in an irregular pay period. The table should be used when you have an employee whose employment is **continuous** with **irregular** pay periods.

Pay period exemption

You do not have to subtract the exemption from the pensionable salary or wages you pay an employee. Tables A and B take the pay period exemption into account.

You pay pensionable salary or wages more than once to an employee

If you pay pensionable salary or wages to the same employee more than once in the same pay period (for example, salary and a gratuity), you can use tables A and B (and take the exemption into account) for **only one** such payment. For subsequent payments of pensionable salary or wages in the pay period, simply withhold the lesser of the following amounts:

- the amount of the pensionable salary or wages (without taking the exemption into account) multiplied by the employee's contribution rate;
- the employee's maximum contribution for the year, minus the amounts already withheld from the employee's salary or wages for the year.

Irregular pay periods

If the pay periods are irregular, the pay period exemption is equal to the greater of the following amounts:

- $3,500, **multiplied** by the number of days in the pay period and divided by 365 (if the result is an amount with a fraction of a cent, do not take the fraction into account);
- $67.30.

An irregular pay period begins on one of the following dates, depending on which is the closest to the date remuneration is paid: January 1 of the current year, the date on which the employee was hired, or the date on which the employee received the last pay.

QPP contributions

The QPP contribution you have to withhold from an employee's pensionable salary or wages is determined differently for continuous employment and non-continuous employment.

Continuous employment

If an employee's employment is **continuous** and the pay periods are **regular**, use the schedule of Table A that covers the number of pay periods you have in the year. Locate the pay bracket that includes the gross pensionable salary or wages for the pay period in the "Remuneration" column. The amount you have to withhold is shown in the "Deduction" column. Your employer QPP contribution is equal to the contribution you withhold from the employee's pensionable salary or wages.

You stop withholding the QPP contribution from an employee's pensionable salary or wages when the maximum employee contribution for the year is reached. You also stop paying the employer contribution on this salary or wages at that time because the maximum employer contribution for the year is also reached when the maximum employee contribution is reached.

Example

Mohammed, a 30-year-old employee whose employment is continuous, earns $1,280.90 per week. Based on Table A, you must withhold a QPP contribution of $77.67 for each of the first 51 pay periods in the year. The amount to be withheld for the 52nd pay period will be $77.23, that is, the maximum employee contribution **minus** the amount already withheld from the employee's salary for the year ($4,038.40 – $3,961.17).

If an employee's employment is **continuous** and the pay periods are **irregular**, you have to calculate the employee's QPP contribution yourself. Your employer QPP contribution is equal to the contribution you withhold from the employee's pensionable salary or wages.

The contribution to be withheld for the pay period corresponds to the lesser of:

- the employee's contribution rate **multiplied** by the result of the following calculation: the employee's pensionable salary or wages for the pay period **minus** the pay period exemption (see the note below); and
- the employee's maximum contribution for the year, **minus** any amounts already withheld from the employee's salary or wages for the year.

If an employee begins or stops working during a regular pay period, withhold the employee's QPP contribution from the employee's pensionable salary or wages as if the employee had worked the entire period.

You stop withholding the QPP contribution from an employee's pensionable salary or wages when the maximum employee contribution for the year is reached. You also stop paying the employer contribution on this salary or wages at that time because the maximum employer contribution for the year is also reached when the maximum employee contribution is reached.

NOTE

If the result in the first point is an amount containing a fraction of a cent, do not take into account a fraction of less than $0.005 (one-half cent). A fraction of $0.005 or more is considered $0.01 (one cent).

If the result is greater than $0 but less than $0.01, you must withhold $0.01 as a contribution even if the fraction is less than $0.005. For example, if the result is equal to $0.001 (one-tenth of a cent), you must withhold $0.01.

Example

Allan, who is 50 years old, is employed from March 8 to March 26, 2023, and receives wages of $900 for the entire period. His employment is continuous. You cannot use tables A and B to determine the QPP contribution because the pay period is irregular.

Pensionable salary or wages under the QPP		$900.00
Exemption for the pay period (according to Schedule I, *QPP Contributions: Irregular Pay Periods*, or the following calculation: $3,500 × 19/365)	–	$182.19
	=	$717.81
QPP contribution rate	×	6.40%
QPP contribution to withhold for the pay period	=	$45.94

Non-continuous employment

If an employee's employment is **non-continuous and the employee is paid by the hour**, use Schedule G of Table B. Locate the bracket that includes the employee's hourly wage in the "Rate per hour" column. The amount to be withheld for each hour for which the employee is remunerated is shown in the "Deduction" column.

If an employee's employment is **non-continuous and the employee is paid by the day**, use Schedule H of Table B. Locate the bracket that includes the employee's daily wage in the "Rate per day" column. The amount to be withheld for each day for which the employee is remunerated is shown in the "Deduction" column.

Your employer QPP contribution is equal to the contribution you withhold from the employee's pensionable salary or wages.

Example

Susan, age 22, earns $30 per day. Her employment is non-continuous. Based on Schedule H of Table B, you must withhold a QPP contribution of $0.99 per day.

REMUNERATION OR NUMBER OF PAY PERIODS NOT COVERED BY THE TABLES

If tables A and B do not cover an employee's pensionable salary or wages or the number of pay periods in the year, you have to calculate the employee's QPP contribution yourself. You have to pay an employer contribution equal to the QPP contribution you withhold from the employee's pensionable salary or wages.

The contribution to be withheld for the pay period corresponds to the lesser of:

- the employee's contribution rate **multiplied** by the result of the following calculation: the employee's pensionable salary or wages for the pay period **minus** the pay period exemption (see the note below); and
- the employee's maximum contribution for the year, **minus** any amounts already withheld from the employee's salary or wages for the year.

If an employee begins or stops working during a regular pay period, withhold the employee's QPP contribution from the employee's pensionable salary or wages as if the employee had worked the entire period.

You stop withholding the QPP contribution from an employee's pensionable salary or wages when the maximum employee contribution for the year is reached. You also stop paying the employer contribution on this salary or wages at that time because the maximum employer contribution for the year is also reached when the maximum employee contribution is reached.

NOTE

If the result in the first point is an amount containing a fraction of a cent, do not take into account a fraction of less than $0.005 (one-half cent). A fraction of $0.005 or more is considered $0.01 (one cent).

If the result is greater than $0 but less than $0.01, you must withhold $0.01 as a contribution even if the fraction is less than $0.005. For example, if the result is equal to $0.001 (one-tenth of a cent), you must withhold $0.01.

Example

Nathalie receives a weekly salary of $8,500 and taxable benefits worth $500, for a total salary of $9,000 per week. You cannot use tables A and B to determine the QPP contribution because they do not cover a pensionable salary of $9,000.

Pensionable salary or wages under the QPP ($8,500 + $500)		$9,000.00
Exemption for the pay period ($3,500/52)	–	$67.30
	=	$8,932.70
QPP contribution rate	×	6.40%
QPP contribution to withhold for the pay period	=	$571.69

TO CONTACT US

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BY TELEPHONE

Individuals and individuals in business

Monday to Friday: 8:30 a.m. to 4:30 p.m.

Québec City	Montréal	Elsewhere
418 659-6299	514 864-6299	1 800 267-6299 (toll-free)

Businesses, employers and agents for consumption taxes

Monday, Tuesday, Thursday and Friday: 8:30 a.m. to 4:30 p.m.
Wednesday: 10:00 a.m. to 4:30 p.m.

Québec City	Montréal	Elsewhere
418 659-4692	514 873-4692	1 800 567-4692 (toll-free)

Complaints – Bureau de la protection des droits de la clientèle

Monday to Friday: 8:30 a.m. to noon and 1:00 p.m. to 4:30 p.m.

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418 652-6159	1 800 827-6159 (toll-free)

Individuals with a hearing impairment

Montréal	Elsewhere
514 873-4455	1 800 361-3795 (toll-free)

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2021-05