

YOU MAY NEED TO

Check Your Withholding

Since you last filed Form W-4 with your employer did you . . .

- ▶ Marry or divorce?
- ▶ Gain or lose a dependent?
- ▶ Change your name?

Were there major changes to . . .

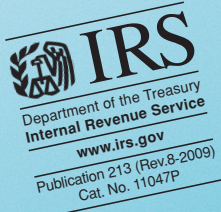
- ▶ Your nonwage income (interest, dividends, capital gains, etc.)?
- ▶ Your family wage income (you or your spouse started or ended a job)?
- ▶ Your itemized deductions?
- ▶ Your tax credits?

If you can answer "YES" . . . To any of these questions or you owed extra tax when you filed your last return, you may need to file a new Form W-4.

See your employer for a copy of Form W-4 or call the IRS at 1-800-829-3676. Now is the time to check your withholding. For more details, get Publication 919, How Do I Adjust My Tax Withholding?, or use the Withholding Calculator at

www.irs.gov/individuals on the IRS website.

Employer: Please post or publish this Bulletin Board Poster so that your employees will see it. Please indicate where they can get forms and information on this subject.



W-4

Department of the Treasury Internal Revenue Service

Type or print your name

Home address (number and street)

City or town, state, and ZIP code

Total number of all jobs you have

Additional amount, if any, you want withheld

I claim exemption from withholding because:

• Last year I had a refund of all federal income tax withheld because I had no tax liability and

head of household filing status on your tax return only if you are unmarried and pay more than 50% of the costs of keeping up a home for yourself and your dependent(s) or other qualifying individuals. See Pub. 501, Exemptions, Standard Deduction, and Filing Information, for information.

Tax credits. You can claim tax credits in addition to the exemption from withholding.

working spouse or more than the total number of allowances to claim on all jobs using worksheet one Form W-4. Your withholding will be most accurate when all allowances claimed on the Form W-4 for each paying job and zero allowances for the others. See Pub. 919 for more details.

resident alien. If you are a resident alien, see the Instructions for Form W-4 before completing this Form.

Check your withholding. As a result of this effect, use Pub. 919 to determine the amount you are having withheld. For a projected total tax for the year, see Pub. 919, especially if your earnings are \$100 (Single) or \$180,000 (Married).

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working spouse

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1-800-772-1213 for a repl

the applicable worksheet on page 2)

paycheck

and I certify that I meet both of the following conditions for exemption

of all federal income tax withheld because I had no tax liability and