

Appendix # 56

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.



...cial situation changes.
Exemption from withholding. If you are
...pt, complete **only** lines 1, 2, 3, 4, and 7
... sign the form to validate it. Your exemption
... 2009 expires February 16, 2010. See
... 505, Tax Withholding and Estimated Tax.
...e. You cannot claim exemption from
...holding if (a) your income exceeds \$950
...cludes more than \$300 of unearned
...me (for example, interest and divi
... (b) another person can
...endent on the

...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
...credits in

...working spouse or more than
...the total number of allowan
...to claim on all jobs using w
...one Form W-4. Your withho
...be most accurate when all
...laimed on the Form W-4 fo
...paying job and zero allowan
...e others. See Pub. 919 fo

Nonresident alien. If you a
...n, see the Instructions fo
...ore completing this Form

Check your withholding. A
...s effect, use Pub. 919 t
...nt you are having with
...rojected total tax for
...specially if your earni
...00 (Single) or \$180,0

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working spouse

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W-4

Department of the Treasury
Internal Revenue Service

Type or print your

Home address (nur

City or town, state, a

Total number of all

Additional amount,

I claim exemption fr

• Last year I had a

...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

...the applicable worksheet on page 2)

...own on your
...1-800-772-1213 for a repl