

2009

EMPLOYEE WITHHOLDING ALLOWANCE CERTIFICATE FOR MARYLAND STATE GOVERNMENT EMPLOYEES

RESIDING IN WASHINGTON, D.C.

Form W-4 Department of the Treasury Internal Revenue Service

Form D-4 Office of Tax and Revenue Government of the District of Columbia

Please complete form in black ink. Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.

Section 1 - Employee Information

Form section 1 containing fields for Payroll System (RG, CT, UM), Agency Number, Social Security Number, Employee Name, Home Address, City (Washington), State (DC), and Zip Code.

Section 2 - Federal Withholding Form W-4

The federal worksheet is available online at http://www.irs.gov/pub/irs-pdf/fw4.pdf

Form section 2 containing fields for marital status (Single, Married), number of allowances (5), and exemption conditions (7).

Section 3 - District of Columbia Withholding Form D-4

The District of Columbia worksheet is available online at http://otr.cfo.dc.gov/otr/frames.asp?doc=/otr/lib/otr/tax/forms/D-4.pdf

Form section 3 containing fields for tax filing status (Single, Married), total number of withholding allowances (2), and exemption status (EXEMPT).

Section 4 - Employee Signature

Under penalties of perjury/law, I declare that I have examined this certificate and to the best of my knowledge and belief, it is true, correct, and complete.

Signature line for Employee's signature and Date.

Employer information fields: Employer's name and address (Central Payroll Bureau, P.O. Box 2396, Annapolis, MD 21404) and Federal Employer identification number (52-6002033).

Important: The information you supply must be complete. This form will replace in total any certificate you previously submitted.

Web Site - http://compnet.comp.state.md.us/cpb