

W-4

Employee's Withholding Certificate

1545-00_4

Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay.

Give Form W-4 to your employer.

Your withholding is subject to review by the IRS.

2024

Step 1: Enter Personal Information

Form with fields for (a) Social Security number, (b) Social security number, and (c) Filing status (Single, Married, Head of household).

Complete Steps 2-4 ONLY if they apply to you; otherwise, skip to Step 5.

Step 2: Multiple Jobs or Spouse Works

Form with questions (a), (b), and (c) regarding multiple jobs, spouse work, and filing status.

Complete Steps 3-4(b) on Form W-4 for only ONE of these jobs.

Step 3: Claim Dependent and Other Credits

Form with fields for claiming dependents and other credits, including a table for dependent amounts.

Step 4 (optional): Other Adjustments

Form with fields for (a) Other income, (b) Deductions, and (c) Extra withholding.

Step 5: Sign Here

Signature line for Employee's signature and Date.

Employers Only

Form with fields for Employer's name, EIN, and address.

Step 2(b)—Multiple Jobs Worksheet (K



If $_o _o s _o _o$ 2() $_o _m -4 _m l _w _d _s$ (w c o u i $_s _o i$ f o l l $_o _s _o$ only ONE $_m -4$. $_p$ w i l l $_m _o c c u$ f $_o _m l _w _d _s$ $_s i _o _m -4 _f _o$ $_o _c c u$, $_s i$ m $_w _m -4 _f _o l l _o$ $_o _s f _o$ v $_o u$ $_o _w _p _s c$ 201 .

Note: If $_m _o$ $_o _o$ $_s$ u i w $_s _o m _o$ \$120,000 $_o$ $_m _o$ $_o _s _s$ $_s u .505$ $_f _o$ $_o i$ $_l _s _q _o$ $_u _s$ $_o i$ $_w _p$ $_s m _o$ $_r . v / 4 A$.

1 Two jobs. If $_o$ v $_w _o _o _s _o$ $_o$ $_m$ $_f i$ $_o i$ $_o$ $_o _s _o _s$ c v $_o$ $_o$ f $_m _o$ $_f _m$ $_o$ $_l _o$ 4. $_s$ $_s$ $_o$ $_w$ $_w$ $_s$ $_o c _o m$, f v i u $_s$ $_o _b$ $_w _o _o _s _p$ $_s i$ $_s$ v i u $_o i$ 1. , skip $_o$ 3 1 \$

2 Three jobs. If $_o$ / $_o _o _s _o _s$ v $_o _s$ $_s m$ $_m _c _m l$ $_l _o$, 2 , $_o$ $_w$. $_w _s$, $_s$ $_o$ 3
a $_m _o$ $_f _m$ $_o$ $_l _o$ 4 $_u _s$ u i w $_s _m$ $_s$ $_o$ $_s$ $_o _w$ u i w $_s _o _o$ $_s$ $_o$ $_w$ $_s$ $_o c _o m$. v i u $_s$ $_o _b$ $_w _o _o _s _p$ $_s i$ $_s$ v i u $_o i$ 2 2a \$

b A u i w $_s _o$ $_w _o$ $_s$ $_o _s _m i$ 2 $_o$ $_u _s$ $_o i$ $_s$ $_w$ $_s$ $_s$ $_o _w$ $_u _s$ u i w $_s _o _o$ $_o$ $_w$ $_s$ $_o c _o m$ $_o$ $_m _o$ $_f _m$ $_o$ $_l _o$ 4 $_s m _o$ $_o i$ 2 2b \$

c A $_m _o$ $_s _m i$ $_o$ 2 $_s i _o i$ $_o i$ 2 2c \$

3 $_u m$ $_o _b$ $_o _s$ $_f _o$ $_s$ $_o _o$ $_m i$, f $_o$ $_s$ $_w$ $_k i$, $_s 2$ $_f$ $_s v$ $_o$ $_w$ $_k$, 2 $_f$ $_s m _o i$, $_s 12$, c 3

4 Divide u i $_m _o$ $_o i$ 1 $_o i$ 2 $_u m$ $_o _b$ $_o _s _o i$ 3. $_s$ $_m _o$ $_m _o$ Step 4(c) $_b _m -4 _f _o$ $_s$ $_o$ ($_l _o$ $_w$ $_o$ $_o i$ $_m _o$ $_o _w$ $_w$ $_l$) 4 \$

Step 4(b)—Deductions Worksheet (K



1 $_s m$ $_o _b$ $_o$ 2024 $_m$ $_o$ $_o _s _f _m$ $_o$ u i A ($_m$ 1040)) . $_s$ $_o$ $_o _s$ $_m$ $_c$ $_l u$ $_u$ $_f$ $_m$ $_m _o$ $_s c$ $_l$ $_c$ $_o$ $_u$ $_o _s _s$ $_l c o i$ $_s$ ($_u$ $_o$ \$10,000) , $_m$ $_c$ $_l$ $_s$ $_s$ $_c$ $_s$ $_o$ $_b$.5% $_o _b$ $_c$ $_m$ 1 \$

2 { \$2,200 $_f _o$ $_m$ $_f i$ $_o i$ $_o$ $_u$ $_f$ $_s$ $_v$ $_s _o _s$ } $_s$ $_o$ { \$21,00 $_f _o$ $_o$ $_b _o _s _p$ } $_s$ $_o$ { \$14,00 $_f _o$ $_s$ $_l$ $_o m$ $_f i$ $_s$ } 2 \$

3 If $_l$ 1 $_s$ $_o$ $_l$ 2 , $_s$ $_c$ $_l$ 2 $_f _m l$ 1 $_s i$. If $_l$ 2 $_s$ $_l$ 1 , $_o$ - 3 \$

4 $_s m$ $_o _b$ $_o$ $_s u$ $_l _o$ $_s$ $_o$ $_l$ $_l$ A $_c _o$ $_u$ $_o _s$ $_c$ $_o$ $_u _s m$ $_s _f _m$ $_s$ $_l$ $_b _c$ u i 1 ($_m$ 1040)) . $_s$ $_s u .505$ $_f _o m _o$ $_f _m$ $_o$ 4 \$

5 Add $_s$ 4. $_s i$ Step 4(b) $_b _m -4$ 5 \$

Privacy Act and Paperwork Reduction Act Notice. $_s$ $_f _o$ $_f _m$ $_o$ $_o$ $_s _m$ $_o$ $_l$ $_l$ $_v$ $_u$ $_i$ $_w$ $_s$ $_b$ $_s i$ $_l$ $_l$ $_v$ $_o$ $_s$ $_s$ 3402(f)(2) 10 $_u$ $_o$ $_s$ $_u$ $_o$ $_o$ $_o$ $_s$ $_f _m$ $_o$ $_o$ $_m$ $_o$ $_u _s _s$ $_o$ $_m$ $_a$ $_f$ $_l$ $_c$ $_m$ $_w$ $_p$ $_l u$ $_o$ $_o$ $_l$ $_c$ $_m$ $_l$ $_f _m$ $_w$ $_l$ $_o$ $_s$ $_s$ $_l$ $_s$ $_o w$ $_o$ $_o$ $_s$ $_o$ $_f _m$ $_o$ $_f$ $_u$ $_u$ $_l$ $_f _m$ $_o m$ $_s i$ $_c$ $_o$ $_l$ $_s$ $_o$ $_u$ $_s$ $_s$ $_b$ $_s$ $_f _m$ $_o$ $_c i u$ $_v$ $_o$ $_m$ $_b$ $_u$ $_s$ $_f$ $_o$ $_v$ $_i$ $_c$ $_m$ $_l$ $_o$ $_o$ $_s$ $_s$ $_s$ $_c$ $_b$ $_o m$, $_c$ $_o m$ $_o w$ $_l$ $_s$ $_o$ $_s$ $_o u$ $_s$ $_m$ $_s$ $_l$ $_w$ $_s$ $_o$ $_m$ $_b$ $_l$ $_u m$ $_s$ $_c$ $_s$ $_o u$ $_s$ $_o i$ $_c$ $_o$ $_b$ $_w$ $_s$ $_m$ $_l$ $_s$ $_o$ $_s$ $_f _m$ $_o$ $_o$ $_c$ $_o$ $_s$ $_u$ $_o$ $_l$ $_s$ $_o$ $_f _o$ $_f$ $_l$ $_o$ $_c$ $_m$ $_l i$ $_w$ $_s$ $_o$ $_l i$ $_w$ $_f$ $_o$ $_m$ $_l i$ $_c$ $_c$ $_s$ $_o m$ $_o m$.

You $_o$ $_o$ $_u$ $_o$ $_o$ $_f _m$ $_o$ $_u _s$ $_o$ $_f _m$ $_s$ $_c$ $_o$ $_s$ $_w$ $_k$ $_o$ $_o$ $_u$ $_s$ $_f _m$ $_s i$ $_s$ $_v i$ $_c$ $_o$ $_p u m$. $_o$ $_s$ $_o$ $_c$ $_o$ $_s$ $_l$ $_o$ $_f _m$ $_o$ $_s$ $_s$ $_o$ $_m u$ $_s$ $_o$ $_s$ $_c$ $_o$ $_m$ $_c$ $_m$ $_l$ $_m$ $_s$ $_o$ $_b$ $_l$ $_l$ $_v$ $_u$ $_i$ $_w$. $_l$, $_u$ $_s$ $_u$ $_f _m$ $_o$ $_c$ $_o$ $_f$ $_l$, $_s$ $_u$ $_o$ $_s$ $_o$ 103 . $_v$ $_m$ $_s$ $_s$ $_u$ $_o$ $_m$ $_l$ $_f i$ $_s$ $_m$ $_w i v$ $_o$ $_v$ $_u$ $_c$ $_c u m$ $_s$ $_c$ $_s$ $_o$ $_s m$ $_v$ $_s$ $_s$ $_o$ $_s$ $_o$ $_o$ $_c$ $_m$ $_u$. $_l$ $_o$ $_v$ $_s$ $_o$ $_s$ $_o m$ $_k$ $_s$ $_m$ $_m$ $_l$, $_w$ $_w$ $_o i$ $_f$ $_m$ $_a$. $_s$ $_s$ $_o$ $_s$ $_o$ $_a$ $_c$ $_m$ $_u$.

Married Filing Jointly or Qualifying Surviving Spouse

Higher Paying Job Annual Taxable Wage & Salary	Lower Paying Job Annual Taxable Wage & Salary											
	\$0 - ,	\$10,000 - 1 ,	\$20,000 - 2 ,	\$30,000 - 3 ,	\$40,000 - 4 ,	\$50,000 - 5 ,	\$ 0,000 - ,	\$ 0,000 - ,	\$0,000 - ,	\$ 0,000 - ,	\$100,000 - 10 ,	\$110,000 - 120,000
\$0 - ,	\$0	\$0	\$0	\$50	\$ 40	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,300
\$10,000 - 1 ,	0	0	1,000	1,400	2,140	2,220	2,220	2,220	2,220	2,220	2,500	3,500
\$20,000 - 2 ,	0	1,000	2,000	3,140	3,340	3,420	3,420	3,420	3,420			