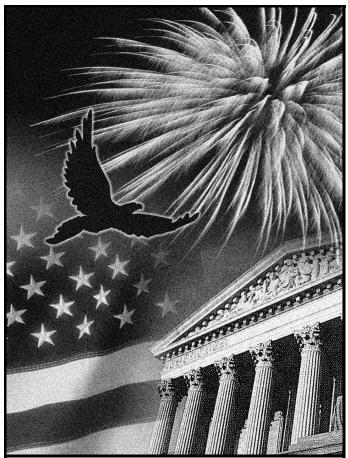


Publication 51

Cat. No. 10320R

(Circular A), Agricultural Employer's Tax Guide

For use in **2011**



Get forms and other information faster and easier by:

Internet IRS.gov

Contents

What's New
Reminders
Calendar
Introduction 5
1. Taxpayer Identification Numbers
2. Who Are Employees?
3. Taxable Wages 9
4. Social Security and Medicare Taxes
5. Federal Income Tax Withholding 10
6. Required Notice to Employees About Earned Income Credit (EIC)
7. Depositing Taxes
8. Form 943
9. Reporting Adjustments on Form 943
10. Federal Unemployment (FUTA) Tax
11. Records You Should Keep 20
12. Reconciling Wage Reporting Forms 21
13. Federal Income Tax Withholding Methods
14. How Do Employment Taxes Apply to Farmwork? 23
Percentage Method Tables for Income Tax Withholding
Wage Bracket Method Tables for Income Tax Withholding
Index
Quick and Easy Access to IRS Tax Help and Tax Products

What's New

2011 withholding tables. This publication includes the 2011 Percentage Method Tables and Wage Bracket Tables for Income Tax Withholding that were developed as a result of the recently passed Tax Relief, Unemployment Insurance Reauthorization, and Job Creation Act of 2010. Employers should implement the 2011 withholding tables as soon as possible, but not later than January 31, 2011.

Use the 2010 withholding tables until you implement the 2011 withholding tables.

Social security and Medicare tax for 2011. For 2011, the employee tax rate for social security is 4.2%.

The employer tax rate for social security remains unchanged at 6.2%. The 2011 social security wage base limit is \$106,800. In 2011, the Medicare tax rate is 1.45% each for employers and employees, unchanged from 2010. There is no wage base limit for Medicare tax.

Employers should implement the 4.2% employee social security tax rate as soon as possible, but not later than January 31, 2011. After implementing the new 4.2% rate, employers should make an offsetting adjustment in a subsequent pay period to correct any overwithholding of social security tax as soon as possible, but not later than March 31, 2011.

Social security and Medicare taxes apply to the wages of household workers you pay \$1,700 or more in cash or an equivalent form of compensation.

Making Work Pay credit. The Making Work Pay credit expires on December 31, 2010. As a result:

- The income tax withholding tables for 2011 are not adjusted for the Making Work Pay credit.
- There is no longer an optional additional withholding adjustment for pensions.
- The procedure for withholding on wages of nonresident aliens has been modified and is discussed in section 5.

COBRA premium assistance credit extended. The credit for COBRA premium assistance payments has been extended. It now applies to premiums paid for employees involuntarily terminated between September 1, 2008, and May 31, 2010, and to premiums paid for up to 15 months. See COBRA premium assistance credit on page 5.

Advance payment of earned income credit (EIC). The option of receiving advance payroll payments of EIC expires on December 31, 2010. Individuals who received advance payments of EIC in 2010 must file a 2010 federal income tax return. Individuals eligible for EIC in 2011 can still claim the credit when they file their 2011 federal income tax return. In addition, if any of your employees expect to be eligible for the EIC and will have income tax withheld from wages in 2011, they may reduce their withholding in order to receive the benefit of a portion of the credit throughout the year.

Federal tax deposits must be made by electronic funds transfer. Beginning January 1, 2011, you must use electronic funds transfer to make all federal tax deposits (such as deposits of employment tax, excise tax, and corporate income tax). Forms 8109 and 8109-B, Federal Tax Deposit Coupon, cannot be used after December 31, 2010. Generally, electronic fund transfers are made using the Electronic Federal Tax Payment System (EFTPS). If you do not want to use EFTPS, you can arrange for your tax professional, financial institution, payroll service, or other trusted third party to make deposits on your behalf. Also, you may arrange for your financial institution to initiate a same-day tax wire payment on your behalf. EFTPS is a free service

provided by the Department of Treasury. Services provided by your tax professional, financial institution, payroll service, or other third party may have a fee.

For more information on making federal tax deposits, see How To Deposit on page 16. To get more information about EFTPS or to enroll in EFTPS, visit www.eftps.gov or call 1-800-555-4477. Additional information about EFTPS is also available in Publication 966, The Secure Way to Pay Your Federal Taxes.

FUTA tax rate. The FUTA tax rate will remain at 6.2% through June 30, 2011. The FUTA tax rate is scheduled to decrease to 6.0% beginning July 1, 2011. Visit IRS.gov for updated information.

Withholding allowance. The 2011 amount for one withholding allowance on an annual basis is \$3,700.

Reminders

Additional employment tax information. Visit the IRS website at <u>www.irs.gov/businesses</u> and select the "Employment Taxes" link for a list of employment tax topics. For employment tax information by telephone, call 1-800-829-4933 (TTY/TDD users call 1-800-829-4059); or call IRS TeleTax at 1-800-829-4477 for recorded information by topic.

Disregarded entities and qualified subchapter S subsidiaries (QSubs). The IRS has published final Regulations section 301.7701-2(c)(2)(iv) under which QSubs and eligible single-owner disregarded entities are treated as separate entities for employment tax purposes. For more information, see Publication 15 (Circular E).

Differential wage payments. Qualified differential wage payments made by employers to individuals serving in the Armed Forces after 2008 are subject to income tax withholding but not social security, Medicare, or Federal Unemployment Tax Act (FUTA) taxes. For more information, see Publication 15 (Circular E).

Change of address. If you changed your business mailing address or business location, notify the IRS by filing Form 8822, Change of Address.

Electronic payment. Now, more than ever before, businesses can enjoy the benefits of paying their taxes electronically. Whether you rely on a tax professional or handle your own taxes, the IRS offers you convenient programs to make it easier.

Spend less time and worry on taxes and more time running your business. Use Electronic Federal Tax Payment System (EFTPS) to your benefit.

For EFTPS, visit <u>www.eftps.gov</u> or call EFTPS Customer Service at 1-800-555-4477 (business) or 1-800-316-6541 (individual).

Use the electronic options available from IRS and make filing and paying taxes easier. For more information, see Publication 966, The Secure Way to Pay Your Federal Taxes.

Credit and debit card payments. Employers can pay the balance due shown on Form 943 by credit or debit card. **Do not** use a credit or debit card to make federal tax deposits. For more information on paying your taxes with a credit or debit card, visit the IRS website at www.irs.gov/e-pay.

When you hire a new employee. Ask each new employee to complete the 2011 Form W-4, Employee's Withholding Allowance Certificate, or its Spanish version, Formulario W-4(SP), Certificado de Exención de Retenciones del Empleado. Also, ask the employee to show you his or her social security card so that you can record the employee's name and social security number accurately. If the employee has lost the card or recently changed names, have the employee apply for a duplicate or corrected card. If the employee does not have a card, have the employee apply for one on Form SS-5, Application for a Social Security Card. See section 1 for more information.

Eligibility for employment. You must verify that each new employee is legally eligible to work in the United States. This includes completing the U.S. Citizenship and Immigration Services (USCIS) Form I-9, Employment Eligibility Verification. You can get the form from USCIS offices or by calling 1-800-870-3676. Contact the USCIS at 1-800-375-5283, or visit the USCIS website at www.uscis.gov for more information.

New hire reporting. You are required to report any new employee to a designated state new-hire registry. Many states accept a copy of Form W-4 with employer information added. Call the Office of Child Support Enforcement at 202-401-9267 (not toll free), or visit its website at www.acf.hhs.gov/programs/cse/newhire for more information.

Forms in Spanish. You can provide Formulario W-4(SP) in place of Form W-4, Employee's Withholding Allowance Certificate, to your Spanish-speaking employees. For more information, see Publicación 17(SP), El Impuesto Federal sobre los Ingresos (Para Personas Físicas).

For nonemployees, Formulario W-9(SP), Solicitud y Certificación del Número de Identificación del Contribuyente, may be used in place of Form W-9, Request for Taxpayer Identification Number and Certification.

References in this publication to Form W-4 or Form W-9 also apply to their equivalent Spanish translations—Formulario W-4(SP) or Formulario W-9(SP).

Information returns. You may be required to file information returns to report certain types of payments made during the year. For example, you must file Form 1099-MISC, Miscellaneous Income, to report payments of \$600 or more to persons not treated as employees (for example, independent contractors) for services performed for your trade or business. For details about filing Forms 1099 and for information about required electronic filing,

see the 2011 General Instructions for Certain Information Returns (Forms 1097, 1098, 1099, 3921, 3922, 5498, and W-2G) for general information and the separate, specific instructions for each information return that you file (for example, 2011 Instructions for Form 1099-MISC). Do not use Forms 1099 to report wages or other compensation that you paid to employees; report these amounts on Form W-2.

See the separate Instructions for Forms W-2 and W-3 for details about filing Forms W-2 and for information about required electronic filing. If you file 250 or more Forms W-2, you must file them electronically. SSA will not accept Forms W-2 and W-3 filed on any magnetic media.

Information reporting customer service site. The IRS operates the Enterprise Computing Center—Martinsburg, a centralized customer service call site, to answer questions about reporting on Forms W-2, W-3, 1099, and other information returns. If you have questions related to reporting on information returns, you may call 1-866-455-7438 (toll free) or 304-263-8700 (not toll free). Hearing-impaired individuals may use the TTY/TDD service at 304-267-3367 (not toll free). The call site can also be reached by email at mccirp@irs.gov.

Private delivery services. You can use certain private delivery services designated by the IRS to send tax returns and payments. The list includes only the following.

- DHL Express (DHL): DHL Same Day Service.
- Federal Express (FedEx): FedEx Priority Overnight, FedEx Standard Overnight, FedEx 2Day, FedEx International Priority, and FedEx International First.
- United Parcel Service (UPS): UPS Next Day Air, UPS Next Day Air Saver, UPS 2nd Day Air, UPS 2nd Day Air A.M., UPS Worldwide Express Plus, and UPS Worldwide Express.

Your private delivery service can tell you how to get written proof of the mailing date.



Private delivery services cannot deliver items to P.O. boxes. You must use the U.S. Postal Service to mail any item to an IRS P.O. box address.

Web-based application for an employer identification number (EIN). You can apply for an employer identification number (EIN) online by visiting IRS.gov and clicking on the *Apply for an Employer Identification Number (EIN) Online* link.

When a crew leader furnishes workers to you. Record the crew leader's name, address, and EIN. See sections $\underline{2}$, 10, and 11.

Contacting your Taxpayer Advocate. The Taxpayer Advocate Service (TAS) is an independent organization within the IRS whose employees assist taxpayers who are experiencing economic harm, who are seeking help in resolving tax problems that have not been resolved

through normal channels, or who believe that an IRS system or procedure is not working as it should.

You can contact TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059 to see if you are eligible for assistance. You can also call or write to your local taxpayer advocate, whose phone number and address are listed in your local telephone directory and in Publication 1546, Taxpayer Advocate Service – Your Voice at the IRS. You can file Form 911, Request for Taxpayer Advocate Service Assistance (And Application for Taxpayer Assistance Order), or ask an IRS employee to complete it on your behalf. For more information, go to www.irs.gov/advocate.

Ordering forms and publications. See *Quick and Easy Access to IRS Tax Help and Tax Products* at the end of this publication. You can order your 2010 and 2011 employment tax and information return forms, instructions, and publications online at www.irs.gov/businesses. Select "Online Ordering for Information Returns and Employer Returns." You can also visit www.irs.gov/formspubs to download other forms and publications.

Instead of ordering paper Forms W-2 and W-3, consider filing them electronically using the Social Security Administration's (SSA) free e-file service. Visit the SSA's Employer W-2 Filing Instructions & Information website at www.socialsecurity.gov/employer, select "Electronically File Your W-2s," and provide registration information. You will be able to create and file "fill-in" versions of Forms W-2 with SSA and can print out completed copies of Forms W-2 for filing with state and local governments, distribution to your employees, and for your records. Form W-3 will be created for you based on your Forms W-2.

Tax Questions. If you have a tax question, check the information available on IRS.gov or call 1-800-829-4933 (businesses) or 1-800-829-1040 (individuals). We cannot answer tax questions sent to the address provided earlier for comments and suggestions.

Photographs of missing children. The Internal Revenue Service is a proud partner with the National Center for Missing and Exploited Children. Photographs of missing children selected by the Center may appear in this publication on pages that would otherwise be blank. You can help bring these children home by looking at the photographs and calling 1-800-THE-LOST (1-800-843-5678) if you recognize a child.

Comments and suggestions. We welcome your comments about this publication and your suggestions for future editions.

You can write to us at the following address:

Internal Revenue Service Business Forms and Publications Branch SE:W:CAR:MP:T:B 1111 Constitution Ave. NW, IR-6526 Washington, DC 20224 We respond to many letters by telephone. Therefore, it would be helpful if you would include your daytime phone number, including the area code, in your correspondence.

You can email us at *taxforms@irs.gov. (The asterisk must be included in the address.) Please put "Publications Comment" on the subject line. You can also send us comments from www.irs.gov/formspubs; under "Information about" select "Comment on Tax Forms and Publications."

Although we cannot respond individually to each email, we do appreciate your feedback and will consider your comments as we revise our tax products.

Calendar

The following are important dates and responsibilities. See section 7 for information about depositing taxes reported on Forms 941, 943, 944, and 945. Also see Publication 509. Tax Calendars.



If any date shown below falls on a Saturday, Sunday, or legal holiday, the due date is the next business day. A statewide legal holiday delays a

filing due date only if the IRS office where you are required to file is located in that state. However, a statewide legal holiday does not delay the due date of federal tax deposits. For any due date, you will meet the "file" or "furnish" requirement if the form is properly addressed and mailed First-Class or sent by an IRS-designated delivery service by the due date. See Private delivery services, earlier.

By January 31

- File Form 943, Employer's Annual Federal Tax Return for Agricultural Employees. See section 8 for more information on Form 943. If you deposited all Form 943 taxes when due, you have 10 additional calendar days to file.
- Furnish each employee with a completed Form W-2, Wage and Tax Statement.
- Furnish each recipient to whom you paid \$600 or more in nonemployee compensation with a completed Form 1099 (for example, Form 1099-MISC, Miscellaneous Income).
- File Form 940, Employer's Annual Federal Unemployment (FUTA) Tax Return. See <u>section 10</u> for more information on FUTA. If you deposited all the FUTA tax when due, you have 10 additional calendar days to file.
- File Form 945, Annual Return of Withheld Federal Income Tax, to report any nonpayroll federal income tax withheld. If you deposited all Form 945 taxes when due, you have 10 additional calendar days to file.

By February 15

Ask for a new Form W-4 or Formulario W-4(SP) from each employee who claimed exemption from federal income tax withholding last year.

On February 16 Any Form W-4 claiming exemption from withholding for the previous year has now expired. Begin withholding for any employee who previously claimed exemption from withholding but has not given you a new Form W-4 for the current year. If the employee does not give you a new Form W-4, withhold tax based on the last valid Form W-4 you have for the employee that does not claim exemption from withholding or, if one does not exist, as if he or she is single with zero withholding allowances. See section 5 for more information. If the employee furnishes a new Form W-4 claiming exemption from withholding after February 15, you may apply the exemption to future wages, but do not refund taxes withheld while the exempt status was not in place.

By February 28

- File paper Forms 1099 and 1096. File Copy A of all paper Forms 1099 with Form 1096, Annual Summary and Transmittal of U.S. Information Returns, with the IRS. For electronically filed returns, see <u>By</u> <u>March 31</u> below.
- File paper Forms W-2 and W-3. File Copy A of all paper Forms W-2 with Form W-3, Transmittal of Wage and Tax Statements, with the Social Security Administration (SSA). For electronically filed returns, see By March 31 next.

By March 31

File electronic Forms W-2 and 1099. File electronic Forms W-2 with the SSA and Forms 1099 with the IRS. For more information on reporting Form W-2 information to the SSA electronically, visit the SSA's Employer W-2 Filing Instructions & Information webpage at

<u>www.socialsecurity.gov/employer</u>. For information on filing information returns electronically with the IRS, see Publication 1220, Specifications for Filing Forms 1097-BTC, 1098, 1099, 3921, 3922, 5498, 8935, and W-2G Electronically.

By April 30, July 31, October 31, and January 31

Deposit FUTA taxes. Deposit FUTA tax if the undeposited amount is over \$500.

Before December 1

Remind employees to submit a new Form W-4 if their marital status or withholding allowances have changed or will change for the next year.

Introduction

This publication is for employers of agricultural workers (farmworkers). It contains information that you may need to comply with the laws for agricultural labor (farmwork) relating to social security and Medicare taxes, FUTA tax, and

withheld federal income tax (employment taxes). Agricultural employers report social security and Medicare taxes and withheld federal income tax on Form 943 and report FUTA tax on Form 940.

If you have nonfarm employees, see Publication 15 (Circular E), Employer's Tax Guide. If you have employees in the U.S. Virgin Islands, Guam, American Samoa, or the Commonwealth of the Northern Mariana Islands, see Publication 80 (Circular SS). Publication 15-A, Employer's Supplemental Tax Guide, contains more employment-related information, including information about sick pay and pension income. Publication 15-B, Employer's Tax Guide to Fringe Benefits, contains information about the employment tax treatment and valuation of various types of noncash compensation.

COBRA premium assistance credit. The Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) provides certain former employees, retirees, spouses, former spouses, and dependent children the right to temporary continuation of health coverage at group rates. COBRA generally covers multiemployer health plans and health plans maintained by private-sector employers (other than churches) with 20 or more full and part-time employees. Parallel requirements apply to these plans under the Employee Retirement Income Security Act of 1974 (ERISA). Under the Public Health Service Act, COBRA requirements apply also to health plans covering state or local government employees. Similar requirements apply under the Federal Employees Health Benefits Program and under some state laws. For the premium assistance (or subsidy) discussed below, these requirements are all referred to as COBRA requirements.

Under the American Recovery and Reinvestment Act of 2009 (ARRA), employers are allowed a credit against "payroll taxes" (referred to in this publication as "employment taxes") for providing COBRA premium assistance to assistance eligible individuals. For periods of COBRA continuation coverage beginning after February 16, 2009, a group health plan must treat an assistance eligible individual as having paid the required COBRA continuation coverage premium if the individual elects COBRA coverage and pays 35% of the amount of the premium.

An assistance eligible individual is a qualified beneficiary of an employer's group health plan who is eligible for COBRA continuation coverage during the period beginning September 1, 2008, and ending May 31, 2010, due to the involuntarily termination from employment of a covered employee during the period and elects continuation COBRA coverage. The assistance for the coverage can last up to 15 months.

Administrators of the group health plans (or other entities) that provide or administer COBRA continuation coverage must provide notice to assistance eligible individuals of the COBRA premium assistance.

The 65% of the premium not paid by the assistance eligible individual is reimbursed to the employer maintaining the group health plan. The reimbursement is made through a credit against the employer's employment tax liabilities. The employer takes the credit on line 13a of Form 943 (line 11a on the 2011 Form 943) once the 35% of

the premium is paid by or on behalf of the assistance eligible individual. The credit is treated as a deposit made on the first day of the return period. In the case of a multiemployer plan, the credit is claimed by the plan, rather than the employer. In the case of an insured plan subject to state law continuation coverage requirements, the credit is claimed by the insurance company, rather than the employer.

Anyone claiming the credit for COBRA premium assistance payments must maintain the following information to support their claim, including the following.

- Information on the receipt of the assistance eligible individuals' 35% share of the premium including dates and amounts.
- In the case of an insurance plan, a copy of invoice or other supporting statement from the insurance carrier and proof of timely payment of the full premium to the insurance carrier required under COBRA.
- In the case of a self-insured plan, proof of the premium amount and proof of the coverage provided to the assistance eligible individuals.
- Attestation of involuntary termination, including the date of the involuntary termination for each covered employee whose involuntary termination is the basis for eligibility for the subsidy.
- Proof of each assistance eligible individual's eligibility for COBRA coverage and the election of COBRA coverage.
- A record of the SSNs of all covered employees, the amount of the subsidy reimbursed with respect to each covered employee, and whether the subsidy was for one individual or two or more individuals.

For more information, visit IRS.gov and enter the keyword *COBRA*.

Useful Items

You may want to see:

Publication

15	(Circular E), Employer's Tax Guide
15-A	Employer's Supplemental Tax Guide
15-B	Employer's Tax Guide to Fringe Benefits
225	Farmer's Tax Guide
535	Business Expenses
583	Starting a Business and Keeping Records
1635	Understanding Your EIN

1. Taxpayer Identification Numbers

If you are required to withhold any federal income, social security, or Medicare taxes, you will need an employer identification number (EIN) for yourself. Also, you will need the social security number (SSN) of each employee and the name of each employee as shown on the employee's social security card.

Employer identification number (EIN). An employer identification number (EIN) is a nine-digit number that the IRS issues. The digits are arranged as follows: 00-0000000. It is used to identify the tax accounts of employers and certain others who have no employees. Use your EIN on all of the items that you send to the IRS and SSA.

If you do not have an EIN, you may apply for one online. Visit IRS.gov and click on the *Apply for an Employer Identification Number (EIN) Online* link. You may also apply for an EIN by calling 1-800-829-4933, or you can fax or mail Form SS-4, Application for Employer Identification Number, to the IRS. Do not use a social security number (SSN) in place of an EIN.

If you do not have an EIN by the time a return is due, write "Applied For" and the date you applied for it in the space shown for the number. If you took over another employer's business, do not use that employer's EIN.

You should have only one EIN. If you have more than one, and are not sure which one to use, call the toll-free Business and Specialty Tax Line at 1-800-829-4933 (TTY/TDD users can call 1-800-829-4059). Provide the EINs that you have, the name and address to which each number was assigned, and the address of your principal place of business. The IRS will tell you which EIN to use.

For more information, see Publication 1635, Understanding Your EIN, or Publication 583, Starting a Business and Keeping Records.

When you receive your EIN. If you are a new employer that indicated a federal tax obligation when requesting an EIN, you will be pre-enrolled in the Electronic Federal Tax Payment System (EFTPS). You will receive information in your Employer Identification Number (EIN) Package about Express Enrollment and an additional mailing containing your EFTPS personal identification number (PIN) and instructions for activating your PIN. Call the toll-free number located in your "How to Activate Your Enrollment" brochure to activate your enrollment and begin making your employment tax deposits. Be sure to tell your payroll provider about your EFTPS enrollment.

Social security number (SSN). An employee's social security number (SSN) consists of nine digits arranged as follows: 000-00-0000. You must obtain each employee's name and SSN as shown on the employee's social security card because you must enter them on Form W-2. Do not accept a social security card that says "Not valid for employment." A social security number issued with this legend does not permit employment. You may, but are not

required to, photocopy the social security card if the employee provides it. If you do not show the employee's correct name and SSN on Form W-2, you may owe a penalty unless you have reasonable cause. See Publication 1586, Reasonable Cause Regulations and Requirements for Missing and Incorrect Name/TINs.

Applying for a social security card. Any employee who is legally eligible to work in the United States and does not have a social security card can get one by completing Form SS-5, Application for a Social Security Card, and submitting the necessary documentation to SSA. You can get Form SS-5 at SSA offices, by calling 1-800-772-1213, or from the SSA website at

<u>www.socialsecurity.gov/online/ss-5.html</u>. The employee must complete and sign Form SS-5; it cannot be filed by the employer. You may be asked to supply a letter to accompany Form SS-5 if the employee has exceeded his or her yearly or lifetime limit for the number of replacement cards allowed.

Applying for a social security number. If you file Form W-2 on paper and your employee has applied for an SSN but does not have one when you must file Form W-2, enter "Applied For" on the form. If you are filing electronically, enter all zeros (000-00-0000) in the social security number field. When the employee receives the SSN, file Copy A of Form W-2c, Corrected Wage and Tax Statement, with the SSA to show the employee's SSN. Furnish Copies B, C, and 2 of Form W-2c to the employee. Up to five Forms W-2c per Form W-3c, Transmittal of Corrected Wage and Tax Statements, may be filed per session over the Internet, with no limit on the number of sessions. For more information, visit SSA's Employer W-2 Filing Instructions & Information webpage at www.socialsecurity.gov/employer. Advise your employee to correct the SSN on his or her original Form W-2.

Correctly record the employee's name and SSN. Record the name and number of each employee as they are shown on the employee's social security card. If the employee's name is not correct as shown on the card (for example, because of marriage or divorce), the employee should request a corrected card from the SSA. Continue to report the employee's wages under the old name until he or she shows you an updated social security card with the new name.

If the SSA issues the employee a replacement card after a name change, or a new card with a different social security number after a change in alien work status, file a Form W-2c to correct the name/SSN reported on the most recently filed Form W-2. It is not necessary to correct other years if the previous name and SSN were used for years before the most recent Form W-2.

IRS individual taxpayer identification numbers (ITINs) for aliens. Do not accept an ITIN in place of an SSN for employee identification or for work. An ITIN is issued for use by resident and nonresident aliens who need identification for tax purposes, but who are not eligible for U.S. employment. The ITIN is a nine-digit number formatted like an SSN (for example, NNN-NN-NNNN). However, it begins with the number "9" and has either a "7" or "8" as the

fourth digit (for example, 9NN-7N-NNNN or 9NN-8N-NNNN).



An individual with an ITIN who later becomes eligible to work in the United States must obtain an SSN. If the individual is currently eligible to

work in the United States, instruct the individual to apply for an SSN and follow the instructions under Applying for a social security number, earlier. Do not use an ITIN in place of an SSN on Form W-2.

Verification of social security numbers. The SSA provides several ways for employers and authorized reporting agents to verify employee social security numbers (SSNs). These services may be used for wage reporting purposes only. Some verification methods require registration. For more information, call 1-800-772-6270.

- Internet. Use the Social Security Number Verification Service (SSNVS) to instantly verify up to 10 employee names and SSNs at a time, or submit an electronic file of up to 250,000 names and SSNs for an overnight response. Go to www.socialsecurity.gov/employer/ssnv.htm.
- Telephone. Use the new Telephone Number Employer Verification (TNEV) service to verify up to 10 employee names and SSNs using SSA's automated telephone response system. TNEV is available 24 hours a day, 7 days a week, by calling the SSA National 800 Number (1-800-772-1213) or Employer Reporting Service Center (1-800-772-6270).
- Paper. Verify up to 300 names and SSNs by submitting a paper request. For information, see Appendix A in the Social Security Number Verification Service (SSNVS) Handbook at www.socialsecurity.gov/em-ployer/ssnvshandbk/appendix.htm.

Registering for SSNVS and TNEV. You must register online and receive authorization from your employer to use SSNVS or TNEV. You cannot register through TNEV. To register, visit SSA's website at

<u>www.socialsecurity.gov/employer</u> and click on the <u>Business Services Online</u> link. Follow the registration instructions to obtain a user identification (ID) and password. You will need to provide the following information about yourself and your company.

- Name.
- Social security number.
- · Date of birth.
- Type of employer.
- Employer identification number (EIN).
- Company name, address, and telephone number.
- Email address.

When you have completed the online registration process, SSA will mail a one-time activation code to your employer. You must enter the activation code online to use SSNVS or TNEV.

2. Who Are Employees?

Generally, employees are defined either under common law or under statutes for certain situations. See Publication 15-A for details on statutory employees and nonemployees.

Employee status under common law. Generally, a worker who performs services for you is your employee if you have the right to control what will be done and how it will be done. This is so even when you give the employee freedom of action. What matters is that you have the right to control the details of how the services are performed. Get Publication 15-A for more information on how to determine whether an individual providing services is an independent contractor or an employee.

You are responsible for withholding and paying employment taxes for your employees. You are also required to file employment tax returns. These requirements do not apply to amounts that you pay to independent contractors. The rules discussed in this publication apply only to workers who are your employees.

In general, you are an employer of farmworkers if your employees:

- Raise or harvest agricultural or horticultural products on your farm (including the raising and feeding of livestock);
- Work in connection with the operation, management, conservation, improvement, or maintenance of your farm and its tools and equipment;
- Provide services relating to salvaging timber, or clearing land of brush and other debris, left by a hurricane (also known as hurricane labor);
- Handle, process, or package any agricultural or horticultural commodity if you produced over half of the commodity (for a group of up to 20 unincorporated operators, all of the commodity); or
- Do work for you related to cotton ginning, turpentine, gum resin products, or the operation and maintenance of irrigation facilities.

For this purpose, the term "farm" includes stock, dairy, poultry, fruit, fur-bearing animal, and truck farms, as well as plantations, ranches, nurseries, ranges, greenhouses or other similar structures used primarily for the raising of agricultural or horticultural commodities, and orchards.

Farmwork does not include reselling activities that do not involve any substantial activity of raising agricultural or horticultural commodities, such as a retail store or a greenhouse used primarily for display or storage.

The table on page 23, <u>How Do Employment Taxes</u> <u>Apply to Farmwork</u>, distinguishes between farm and nonfarm activities, and also addresses rules that apply in special situations.

Crew Leaders

If you are a crew leader, you are an employer of farmworkers. A crew leader is a person who furnishes and pays (either on his or her own behalf or on behalf of the farm operator) workers to do farmwork for the farm operator. If there is no written agreement between you and the farm operator stating that you are his or her employee and if you pay the workers (either for yourself or for the farm operator), then you are a crew leader. For FUTA tax rules, see section 10.

Husband-Wife Business

If you and your spouse jointly own and operate a farm or nonfarm business and share in the profits and losses, you are partners in a partnership, whether or not you have a formal partnership agreement. See Publication 541, Partnerships, for more details. The partnership is considered the employer of any employees, and is liable for any employment taxes due on wages paid to its employees.

Exception—Qualified joint venture. For tax years beginning after December 31, 2006, the Small Business and Work Opportunity Tax Act of 2007 (Public Law 110-28) provides that a "qualified joint venture," whose only members are a husband and a wife filing a joint income tax return, can elect not to be treated as a partnership for federal tax purposes. A qualified joint venture conducts a trade or business where:

- The only members of the joint venture are a husband and wife who file a joint income tax return,
- Both spouses materially participate (see Material Participation on page C-3, line G of the Instructions for Schedule C) in the trade or business (mere joint ownership of property is not enough),
- Both spouses elect to not be treated as a partnership, and
- The business is co-owned by both spouses and is not held in the name of a state law entity such as a partnership or limited liability company (LLC).

To make the election, all items of income, gain, loss, deduction, and credit must be divided between the spouses, in accordance with each spouse's interest in the venture, and reported on separate Schedules C or F as sole proprietors. Each spouse must also file a separate Schedule SE to pay self-employment taxes, as applicable.

Spouses using the qualified joint venture rules are treated as sole proprietors for federal tax purposes and generally do not need an EIN. If employment taxes are owed by the qualified joint venture, either spouse may report and pay the employment taxes due on the wages paid to the employees using the EIN of that spouse's sole proprietorship. Generally, filing as a qualified joint venture will not increase the spouses' total tax owed on the joint income tax return. However, it gives each spouse credit for social security earnings on which retirement benefits are

based and for Medicare coverage without filing a partnership return.

Note. If your spouse is your employee, not your partner, you must pay social security and Medicare taxes for him or her. For more information on qualified joint ventures, visit IRS.gov and enter the keywords *QJV election* in the search box.

Exception—Community income. If you and your spouse wholly own an unincorporated business as community property under the community property laws of a state, foreign country, or U.S. possession, you can treat the business either as a sole proprietorship (of the spouse who carried on the business) or a partnership. You may still make an election to be taxed as a qualified joint venture instead of a partnership. See *Exception—Qualified joint venture*, earlier.

3. Taxable Wages

Cash wages that you pay to employees for farmwork are generally subject to social security and Medicare taxes. If the wages are subject to social security and Medicare taxes, they are also subject to federal income tax withholding. You may also be liable for FUTA tax, which is not withheld by you or paid by the employee. FUTA tax is discussed in section 10. Cash wages include checks, money orders, etc. Do not count as cash wages the value of food, lodging, and other noncash items.

For more information on what payments are considered taxable wages, see Publication 15 (Circular E).

Commodity wages. Commodity wages are not cash and are not subject to social security and Medicare taxes or federal income tax withholding. However, noncash payments, including commodity wages, are treated as cash wages (see above) if the substance of the transaction is a cash payment. These noncash payments are subject to social security and Medicare taxes and federal income tax withholding.

Family members. Generally, the wages that you pay to family members who are your employees are subject to social security and Medicare taxes, federal income tax withholding, and FUTA tax. However, certain exemptions may apply for your child, spouse, or parent. See the table, *How Do Employment Taxes Apply to Farmwork*?, on page 23.

Household employees. The wages of an employee who performs household services, such as a maid, babysitter, gardener, or cook, in your home are not subject to social security and Medicare taxes if you pay that employee cash wages of less than \$1,700 in 2011.

Social security and Medicare taxes do not apply to cash wages for housework in your private home if it was done by your spouse or your child under age 21. Nor do the taxes apply to housework done by your parent unless:

 You have a child living in your home who is under age 18 or has a physical or mental condition that

- requires care by an adult for at least 4 continuous weeks in a calendar quarter, and
- You are a widow or widower, or divorced and not remarried, or have a spouse in the home who, because of a physical or mental condition, cannot care for your child for at least 4 continuous weeks in the quarter.

For more information, see Publication 926, Household Employer's Tax Guide.



Wages for household work may not be a deductible farm expense. See Publication 225, Farmer's Tax Guide.

Share farmers and alien workers. You do not have to withhold or pay social security and Medicare taxes on amounts paid to share farmers under share-farming arrangements or on wages paid to alien workers admitted under section 101(a)(15)(H)(ii)(a) of the Immigration and Nationality Act on a temporary basis to perform agricultural labor (that is, "H-2(A)" visa workers).

4. Social Security and Medicare Taxes

Generally, you must withhold social security and Medicare taxes on all cash wage payments that you make to your employees.

The \$150 Test or the \$2,500 Test

All cash wages that you pay to an employee during the year for farmwork are subject to social security and Medicare taxes and federal income tax withholding if either of the two tests below is met.

- You pay cash wages to an employee of \$150 or more in a year for farmwork (count all cash wages paid on a time, piecework, or other basis). The \$150 test applies separately to each farmworker that you employ. If you employ a family of workers, each member is treated separately. Do not count wages paid by other employers.
- The total that you pay for farmwork (cash and noncash) to all your employees is \$2,500 or more during the year.

Exceptions. The \$150 and \$2,500 tests do not apply to wages that you pay to a farmworker who receives less than \$150 in annual cash wages and the wages are not subject to social security and Medicare taxes, or federal income tax withholding, even if you pay \$2,500 or more in that year to all of your farmworkers if the farmworker:

Is employed in agriculture as a hand-harvest laborer,

Publication 51 (2011) Page 9

- Is paid piece rates in an operation that is usually paid on a piece-rate basis in the region of employment,
- Commutes daily from his or her permanent home to the farm, and
- Had been employed in agriculture less than 13 weeks in the preceding calendar year.

Amounts that you pay to these seasonal farmworkers, however, count toward the \$2,500-or-more test to determine whether wages that you pay to other farmworkers are subject to social security and Medicare taxes.

Social Security and Medicare Tax Withholding

The 2011 employee tax rate for social security is 4.2% (amount withheld). The employer tax rate for social security is 6.2% (10.4% total). The 2011 wage base limit is \$106,800, unchanged from 2010.

The Medicare tax rate is 1.45% each for the employer and the employee on all wages. You must withhold at this rate from each employee and pay a matching amount.

Social security and Medicare taxes apply to most payments of sick pay, including payments made by third parties such as insurance companies. For details, see Publication 15-A.

Employee share paid by employer. If you would rather pay a household or agricultural employee's share of the social security and Medicare taxes without withholding them from his or her wages, you may do so. If you do not withhold the taxes, however, you must still pay them. Any employee social security and Medicare taxes that you pay is additional income to the employee. Include it in the employee's Form W-2, box 1, but do not count it as social security and Medicare wages and do not include it in boxes 3 and 5. Also, do not count the additional income as wages for FUTA tax purposes. Different rules apply to employer payments of social security and Medicare taxes for non-household and non-agricultural employees. See section 7 of Publication 15-A.

Withholding social security and Medicare taxes on nonresident alien employees. In general, if you pay wages to nonresident alien employees, you must withhold social security and Medicare taxes as you would for a U.S. citizen or resident alien. However, see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities, for exceptions to this general rule.

Religious exemption. An exemption from social security and Medicare taxes is available to members of a recognized religious sect opposed to public insurance. This exemption is available only if both the employee and the employer are members of the sect.

For more information, see Publication 517, Social Security and Other Information for Members of the Clergy and Religious Workers.

5. Federal Income Tax Withholding

Farmers and crew leaders must withhold federal income tax from the wages of farmworkers if the wages are subject to social security and Medicare taxes. The amount to withhold is figured on gross wages before taking out social security and Medicare taxes, union dues, insurance, etc. You may use one of several methods to determine the amount of federal income tax withholding. They are discussed in section 13.

Form W-4. To know how much federal income tax to withhold from employees' wages, you should have a Form W-4, Employee's Withholding Allowance Certificate, on file for each employee. Encourage your employees to file an updated Form W-4 for 2011, especially if they owed taxes or received a large refund when filing their 2010 tax return. Advise your employees to visit the IRS website at www.irs.gov/individuals and select the "IRS Withholding Calculator" link for help in determining how many withholding allowances to claim on their Form W-4.

Ask each new employee to give you a signed Form W-4 when starting work. Make the form effective with the first wage payment. If a new employee does not give you a completed Form W-4, withhold tax as if he or she is single, with no withholding allowances.

Forms in Spanish. You can provide Formulario W-4(SP) in place of Form W-4 to your Spanish-speaking employees. For more information, see Publicación 17(SP).

Effective date of Form W-4. A Form W-4 remains in effect until the employee gives you a new one. When you receive a new Form W-4, do not adjust withholding for pay periods before the effective date of the new form. Do not adjust withholding retroactively. For exceptions, see W-4, and Invalid Forms W-4, later. If an employee gives you a replacement Form W-4, begin withholding no later than the start of the first payroll period ending on or after the 30th day from the date when you received the replacement Form W-4.



A Form W-4 that makes a change for the next calendar year will not take effect in the current calendar year.

Completing Form W-4. The amount of federal income tax withholding is based on marital status and withholding allowances. Your employees may not base their withholding amounts on a fixed dollar amount or percentage. However, the employee may specify a dollar amount to be withheld in addition to the amount of withholding based on filing status and withholding allowances claimed on Form W-4.

Employees may claim fewer withholding allowances than they are entitled to claim. They may do this to ensure that they have enough withholding or to offset other sources of taxable income that are not subject to withholding.

Page 10 Publication 51 (2011)

Publication 505, Tax Withholding and Estimated Tax, contains detailed instructions for completing Form W-4. Along with Form W-4, you may wish to order Publication 505 and Publication 919, How Do I Adjust My Tax Withholding, for your employees.

Do not accept any withholding or estimated tax payments from your employees in addition to withholding based on their Form W-4. If an employee wants additional withholding, he or she should submit a new Form W-4 and, if necessary, pay estimated tax by filing Form 1040-ES, Estimated Tax for Individuals.

Exemption from federal income tax withholding. Generally, an employee may claim exemption from federal income tax withholding because he or she had no federal income tax liability last year and expects none this year. See the Form W-4 instructions for more information. However, the wages are still subject to social security and Medicare taxes.

A Form W-4 claiming exemption from withholding is effective when it is filed with the employer and only for that calendar year. To continue to be exempt from withholding in the next calendar year, an employee must give you a new Form W-4 by February 15. If the employee does not give you a new Form W-4 by February 15, withhold tax based on the last valid Form W-4 you have for the employee that did not claim an exemption from withholding or, if one does not exist, withhold as if he or she is single with zero withholding allowances. If the employee furnishes a new Form W-4 claiming an exemption from withholding after February 15, you may apply the exemption to future wages, but do not refund taxes withheld while the exempt status was not in place.

Withholding income taxes on the wages of nonresident alien employees. In general, you must withhold federal income taxes on the wages of nonresident alien employees. However, see Publication 515, Withholding of Tax on Nonresident Aliens and Foreign Entities, for exceptions to this general rule.

Withholding adjustment for nonresident alien employees. A special procedure applies for figuring the amount of income tax to withhold from wages of nonresident alien employees performing services within the United States for wages paid in 2011. This procedure requires a special chart to be used with the withholding tables to determine the amount to withhold from the wages of the nonresident alien employee. See *Withholding adjustment for nonresident aliens* in section 9 of Publication 15 (Circular E).

Nonresident alien employee's Form W-4. When completing Forms W-4, nonresident aliens are required to:

- Not claim exemption from income tax withholding;
- Request withholding as if they are single, regardless of their actual marital status;
- Claim only one allowance (if the nonresident alien is a resident of Canada, Mexico, or Korea, he or she may claim more than one allowance); and
- Write "Nonresident Alien" or "NRA" above the dotted line on line 6 of Form W-4.

If you maintain an electronic Form W-4 system, you should provide a field for nonresident alien employees to enter nonresident alien status in lieu of writing "Nonresident Alien" or "NRA" above the dotted line on line 6.



Nonresident alien employees are no longer required to request additional withholding in the box for line 6 on Form W-4. However, a nonresident

alien employee may request additional withholding at his or her option.

Form 8233. If a nonresident alien employee claims a tax treaty exemption from withholding, the employee must submit Form 8233, Exemption from Withholding on Compensation for Independent (and Certain Dependent) Personal Services of a Nonresident Alien Individual, with respect to the income exempt under the treaty, instead of Form W-4. See Publication 515 for details.

IRS review of requested Forms W-4. When requested by the IRS, you must make original Forms W-4 available for inspection by an IRS employee. You may also be directed to send certain Forms W-4 to the IRS. You may receive a notice from the IRS requiring you to submit a copy of Form W-4 for one or more of your named employees. Send the requested copy or copies of Form W-4 to the IRS at the address provided and in the manner directed by the notice. The IRS may also require you to submit copies of Form W-4 to the IRS as directed by a revenue procedure or notice published in the Internal Revenue Bulletin. When we refer to Form W-4, the same rules apply to Formulario W-4(SP), its Spanish translation.

After submitting a copy of the requested Form W-4 to the IRS, continue to withhold federal income tax based on that Form W-4 if it is valid (see *Invalid Forms W-4*, later). However, if the IRS later notifies you in writing that the employee is not entitled to claim a complete exemption from withholding or more than the maximum number of withholding allowances specified by the IRS in the written notice. The notice will also specify the applicable marital status for purposes of calculating the required amount of withholding. You are to withhold federal income tax based on the effective date shown on the notice using the maximum number of withholding allowances and marital status specified in the notice (commonly referred to as a "lock-in letter").

Initial lock-in letter. The IRS uses information reported on Form W-2 to identify employees with withholding compliance problems. In some cases, where a serious under-withholding problem is found to exist for a particular employee, the IRS may issue a lock-in letter to the employer specifying the maximum number of withholding allowances and marital status permitted for a specific employee. If the employee is employed by you as of the date of the notice, you must furnish the notice to the employee within 10 business days of receipt. You may follow any reasonable business practice to furnish the copy of the notice to the employee.

Implementation of lock-in letter. When you receive the notice specifying the maximum number of withholding allowances and marital status permitted, you may not

withhold immediately on the basis of the notice. You must begin withholding tax on the basis of the notice for any wages paid after the date specified in the notice. The delay between your receipt of the notice and the date to begin the withholding on the basis of the notice permits the employee to contact the IRS.

Seasonal employees and employees not currently performing services. If you receive a notice for an employee who is not currently performing services for you, you are still required to furnish the notice to the employee and withhold based on the notice if any of the following apply.

- You are paying wages for the employee's prior services and the wages are subject to income tax withholding on or after the date specified in the notice.
- You reasonably expect the employee to resume services within 12 months of the date of the notice.
- The employee is on a bona fide leave of absence that does not exceed 12 months or the employee has a right to reemployment after the leave of absence.

Termination and re-hire of employees. If you are required to furnish and withhold based on the notice and the employment relationship is terminated after the date of the notice, you must continue to withhold based on the notice if you continue to pay any wages subject to income tax withholding. You must also withhold based on the notice or modification notice (see <u>Modification notice</u> next) if the employee resumes the employment relationship with you within 12 months after the termination of the employment relationship.

Modification notice. After issuing the notice specifying the maximum number of withholding allowances and marital status permitted, the IRS may issue a subsequent notice (modification notice) that modifies the original notice. The modification notice may change the marital status and/or the number of withholding allowances permitted. You must withhold federal income tax based on the effective date specified in the modification notice.

New Form W-4 after IRS notice. After the IRS issues a notice or modification notice, if the employee provides you with a new Form W-4 claiming complete exemption from withholding or claims a marital status, a number of withholding allowances, and any additional withholding that results in less withholding than would result under the IRS notice or modification notice, you must disregard the new Form W-4. You are required to withhold on the basis of the notice or modification notice unless the IRS subsequently notifies you to withhold based on the new Form W-4. If the employee wants to put a new Form W-4 into effect that results in less withholding than required, the employee must contact the IRS.

If, after you receive an IRS notice or modification notice, your employee provides you with a new Form W-4 that does not claim exemption from federal income tax withholding and claims a marital status, a number of withholding allowances, and any additional withholding that results

in more withholding than would result under the notice or modification notice, you must withhold tax on the basis of that new Form W-4. Otherwise, disregard any subsequent Forms W-4 provided by the employee and withhold based on the IRS notice or modification notice.

Substitute Forms W-4. You are encouraged to have your employees use the official version of Form W-4 to claim withholding allowances or exemption from withholding. Call the IRS at 1-800-829-3676 or visit IRS.gov to obtain copies of Form W-4.

You may use a substitute version of Form W-4 to meet your business needs. However, your substitute Form W-4 must contain language that is identical to the official Form W-4 and your form must meet all current IRS rules for substitute forms. At the time that you provide your substitute form to the employee, you must provide him or her with all tables, instructions, and worksheets from the current Form W-4.

You cannot accept a substitute Form W-4 developed by an employee, and the employee submitting such form will be treated as failing to furnish a Form W-4. However, continue to use any valid Forms W-4 developed by your employees that you accepted before October 11, 2007.

Invalid Forms W-4. Any unauthorized change or addition to Form W-4 makes it invalid. This includes taking out any language by which the employee certifies that the form is correct. A Form W-4 is also invalid if, by the date an employee gives it to you, he or she indicates in any way that it is false. An employee who submits a false Form W-4 may be subject to a \$500 penalty. You may treat a Form W-4 as invalid if the employee wrote "exempt" on line 7 and also entered a number on line 5 or an amount on line 6.

When you get an invalid Form W-4, do not use it to figure federal income tax withholding. Tell the employee that it is invalid and ask for another one. If the employee does not give you a valid one, withhold taxes as if the employee was single and claiming no withholding allowances. However, if you have an earlier Form W-4 for this worker that is valid, withhold as you did before.

For additional information about these rules, see Treasury Decision 9337, 2007-35 I.R.B. 455, available at www.irs.gov/irb/2007-35_IRB/ar10.html.

Amounts exempt from levy on wages, salary, and other income. If you receive a Notice of Levy on Wages, Salary, and Other Income — Forms 668-W(ACS), 668-W(c)(DO), or 668-W(ICS)), you must withhold amounts as described in the instructions for these forms. Publication 1494 (2010), Tables for Figuring Amount Exempt From Levy on Wages, Salary, and Other Income — Forms 668-W(ACS), 668-W(c)(DO), and 668-W(ICS), shows the exempt amount. If a levy issued in a prior year is still in effect and the taxpayer submits a new Statement of Exemptions and Filing Status, use the current year Publication 1494 to compute the exempt amount.

How To Figure Federal Income Tax Withholding

There are several ways to figure federal income tax withholding.

- Wage bracket tables. See page 21 for directions on how to use the tables.
- Percentage method. See page 22 for directions on how to use the percentage method.
- Alternative formula tables for percentage method withholding. See Publication 15-A.
- Wage bracket percentage method withholding tables. See Publication 15-A.
- Other alternative methods. See Publication 15-A.

Employers with automated payroll systems will find the two alternative formula tables and the two alternative wage bracket percentage method tables in Publication 15-A useful.

If an employee wants additional federal tax withheld, have the employee show the extra amount on Form W-4.

Supplemental wages. Supplemental wages are wage payments to an employee that are not regular wages. They include, but are not limited to, bonuses, commissions, overtime pay, accumulated sick leave, severance pay, awards, prizes, back pay and retroactive pay increases for current employees, and payments for nondeductible moving expenses. Other payments subject to the supplemental wage rules include taxable fringe benefits and expense allowances paid under a nonaccountable plan.

If you pay supplemental wages with regular wages but do not specify the amount of each, withhold federal income tax as if the total was a single payment for a regular payroll period.

If you pay supplemental wages separately (or combine them in a single payment and specify the amount of each), the federal income tax withholding method depends partly on whether you withhold federal income tax from your employee's regular wages.

- If you withheld federal income tax from an employee's regular wages in the current or immediately preceding calendar year, you can use one of the following methods for the supplemental wages.
 - a. Withhold a flat 25% (no other percentage allowed).
 - b. If the supplemental wages are paid concurrently with regular wages, add the supplemental wages to the concurrently paid regular wages. If there are no concurrently paid regular wages, add the supplemental wages to alternatively, either the regular wages paid or to be paid for the current payroll period or the regular wages paid for the preceding payroll period. Figure the income tax withholding as if the total of the regular wages and supplemental wages is a single payment. Subtract

the tax withheld from the regular wages. Withhold the remaining tax from the supplemental wages. If there were other payments of supplemental wages paid during the payroll period made before the current payment of supplemental wages, aggregate all the payments of supplemental wages paid during the payroll period with the regular wages paid during the payroll period, calculate the tax on the total, subtract the tax already withheld from the regular wages and previous supplemental wage payments, and withhold the remaining tax from the current payment of supplement wages.

2. If you did not withhold federal income tax from the employee's regular wages in the current or immediately preceding calendar year, use method 1-b above. This would occur, for example, when the value of the employee's withholding allowances claimed on Form W-4 is more than the wages.



Separate rules apply to any supplemental wages exceeding \$1,000,000 that you pay to an individual during the year. See section 7 in

Publication 15 (Circular E) for details.

Regardless of the method that you use to withhold federal income tax on supplemental wages, they are generally subject to social security, Medicare, and FUTA taxes.

6. Required Notice to Employees About Earned Income Credit (EIC)

You must notify employees who have no federal income tax withheld that they may be able to claim a tax refund because of the EIC. Although you do not have to notify employees who claim exemption from withholding on Form W-4 about the EIC, you are encouraged to notify any employees whose wages for 2010 were less than \$43,352 (\$48,362 if married filing jointly) that they may be eligible to claim the credit for 2010. This is because eligible employees may get a refund of the amount of EIC that is more than the tax that they owe.

You will meet the notification requirement if you issue to the employee Form W-2 with the EIC notice on the back of Copy B, or a substitute Form W-2 with the same statement. You may also meet the requirement by providing Notice 797, Possible Federal Tax Refund Due to the Earned Income Credit (EIC), or your own statement that contains the same wording.

If a substitute Form W-2 is given to the employee on time but does not have the required statement, you must notify the employee within 1 week of the date that the substitute Form W-2 is given. If Form W-2 is required but is not given on time, you must give the employee Notice 797 or your written statement by the date that Form W-2 is

Publication 51 (2011) Page 13

required to be given. If Form W-2 is not required, you must notify the employee by February 7, 2011.

7. Depositing Taxes

Generally, you must deposit both the employer and employee shares of social security and Medicare taxes and federal income tax withheld. You must use electronic funds transfer to make all federal tax deposits. See How To Deposit on page 16.



The credit against employment taxes for COBRA premium assistance payments you take on the 2010 Form 943 is treated as a deposit of taxes on

the first day of your return period. See COBRA premium assistance credit on page 5 for more information.

Payment with return. You may make payments with Forms 943 or 945 instead of depositing if one of the following applies.

- You report less than a \$2,500 tax liability for the year (line 11 of Form 943 (line 9 on the 2011 Form 943) or line 3 of Form 945) and you pay in full with a return that is filed on time. However, if you are unsure that you will report less than \$2,500, deposit under the rules explained in this section so that you will not be subject to failure-to-deposit penalties.
- You are a monthly schedule depositor and make a
 payment in accordance with the <u>Accuracy of Depos its Rule</u> discussed later. This payment may be
 \$2,500 or more.



Only monthly schedule depositors, defined later, are allowed to make an Accuracy of Deposits Rule payment with the return. Semiweekly sched-

ule depositors must timely deposit the amount. See Accuracy of Deposits Rule and How To Deposit, later in this section.

When To Deposit



If you employ both farm and nonfarm workers, do not combine the taxes reportable on Forms 941 or 944 with Form 943 to decide whether to make

a deposit. See Employers of Both Farm and Nonfarm Workers on page 18.

The rules for determining when to deposit Form 943 taxes are discussed below. See section 10 for the separate rules that apply to FUTA tax. Under these rules, you are classified as either a monthly schedule depositor or a semiweekly schedule depositor.

The terms "monthly schedule depositor" and "semiweekly schedule depositor" do not refer to how often your business pays its employees or how often you are required to make deposits. The terms identify which set of rules you must follow when you incur a tax liability (for example, when you have a payday). The deposit schedule that you must use for a calendar year is determined from the total taxes reported on your Form 943 (line 9) for the lookback period, discussed next.

- If you reported \$50,000 or less of Form 943 taxes for the lookback period, you are a monthly schedule depositor.
- If you reported more than \$50,000 of Form 943 taxes for the lookback period, you are a semiweekly schedule depositor.

Lookback period. The lookback period is the second calendar year preceding the current calendar year. For example, the lookback period for 2011 is 2009.

Example of deposit schedule based on lookback period. Rose Co. reported taxes on Form 943 as follows.

2009 - \$48,000

2010 — \$60,000

Rose Co. is a monthly schedule depositor for 2011 because its taxes for the lookback period (\$48,000 for calendar year 2009) were not more than \$50,000. However, for 2012, Rose Co. is a semiweekly schedule depositor because the total taxes for its lookback period (\$60,000 for calendar year 2010) exceeded \$50,000.

Adjustments to lookback period taxes. To determine your taxes for the lookback period, use only the tax that you reported on the original return (Form 943, line 9). Do not include adjustments shown on Form 943-X, Adjusted Employer's Annual Federal Tax Return for Agricultural Employees or Claim for Refund.

Example of adjustments. An employer originally reported total tax of \$45,000 for the lookback period in 2009. The employer discovered during March 2011 that the tax reported for the lookback period was understated by \$10,000 and corrected this error by filing Form 943-X. The total tax reported in the lookback period is still \$45,000. The \$10,000 adjustment is also not treated as part of the 2011 taxes.

Deposit period. The term "deposit period" refers to the period during which tax liabilities are accumulated for each required deposit due date. For monthly schedule depositors, the deposit period is a calendar month. The deposit periods for semiweekly schedule depositors are Wednesday through Friday and Saturday through Tuesday.

Monthly Deposit Schedule

If the total tax reported on line 9 of Form 943 for the lookback period is \$50,000 or less, you are a monthly schedule depositor for the current year. You must deposit Form 943 taxes on payments made during a calendar month by the 15th day of the following month.

Monthly schedule example. Red Co. is a seasonal employer and a monthly schedule depositor. It pays wages

each Friday. It paid wages during August 2011, but did not pay any wages during September. Red Co. must deposit the combined tax liabilities for the August paydays by September 15. Red Co. does not have a deposit requirement for September (that is, due by October 17, 2011) because no wages were paid in September; therefore, it did not have a tax liability for September.

New employers. For agricultural employers, your tax liability for any year in the lookback period before the date you started or acquired your business is considered to be zero. Therefore, you are a monthly schedule depositor for the first and second calendar years of your agricultural business (but see the \$100,000 Next-Day Deposit Rule, later).

Semiweekly Deposit Schedule

You are a semiweekly schedule depositor for a calendar year if the total taxes on line 9 of Form 943 during your lookback period were more than \$50,000. Under the semiweekly deposit schedule, deposit Form 943 taxes for payments made on Wednesday, Thursday, and/or Friday by the following Wednesday. Deposit amounts accumulated for payments made on Saturday, Sunday, Monday, and/or Tuesday by the following Friday.

Semiweekly depositors are not required to deposit twice a week if their payments were in the same semiweekly period unless the \$100,000 Next-Day Deposit Rule (discussed later) applies. For example, if you made a payment on both Wednesday and Friday and incurred taxes of \$10,000 for each pay date, deposit the \$20,000 by the following Wednesday. If you made no additional payments on Saturday through Tuesday, no deposit is due on Friday.



Semiweekly schedule depositors must complete Form 943-A and submit it with Form 943.

Semiweekly Deposit Schedule

IF the payday falls on a	THEN deposit taxes by the following		
Wednesday, Thursday, and/or Friday	Wednesday		
Saturday, Sunday, Monday, and/or Tuesday	Friday		

Semiweekly schedule example. Green, Inc., is a semiweekly schedule depositor and pays wages once each month on the last Friday of the month. Green, Inc., will deposit only once a month, but the deposit will be made under the semiweekly deposit schedule as follows. Green, Inc.'s tax liability for the April 29, 2011 (Friday), wage payment must be deposited by May 4, 2011 (Wednesday).

Semiweekly deposit period spanning two quarters. If you have more than one pay date during a semiweekly

period and the pay dates fall in different calendar quarters, you will need to make separate deposits for the separate liabilities. For example, if you have a pay date on Wednesday, March 30, 2011 (first quarter), and another pay date on Friday, April 1, 2011 (second quarter), two separate deposits will be required even though the pay dates fall within the same semiweekly period. Both deposits will be due Friday, April 6, 2011 (3 business days from the end of the semiweekly deposit period).

Deposits on Business Days Only

If a deposit is required to be made on a day that is not a business day, the deposit is considered on time if it is made by the next business day. A business day is any day other than a Saturday, Sunday, or legal holiday. For example, if a deposit is required to be made on Friday and Friday is a legal holiday, the deposit is considered timely if it is made by the following Monday (if Monday is a business day).

Semiweekly schedule depositors will always have 3 business days to make a deposit. That is, if any of the 3 weekdays after the end of a semiweekly period is a legal holiday, you will have an additional day for each day that is a legal holiday to make the deposit. For example, if a semiweekly schedule depositor accumulated taxes on Friday and the following Monday is a legal holiday, the deposit normally due on Wednesday may be made on Thursday (this allows 3 business days to make the deposit).

Legal holiday. The term "legal holiday" means any legal holiday in the District of Columbia. Legal holidays for 2011 are listed below.

- January 17— Birthday of Martin Luther King, Jr.
- February 21— Washington's Birthday
- April 15— District of Columbia Emancipation Day
- May 30 Memorial Day
- July 4— Independence Day
- September 5— Labor Day
- October 10— Columbus Day
- November 11— Veterans' Day
- November 24— Thanksgiving Day
- December 26— Christmas Day (observed)

Special rule for 2011. Notice 2010-87 provides that the IRS will not assert penalties for deposits due during calendar year 2011 that are untimely solely because the depositor relied on a statewide legal holiday rather than a legal holiday in the District of Columbia.

\$100,000 Next-Day Deposit Rule

If you accumulate \$100,000 or more of Form 943 taxes (that is, taxes reported on line 11(line 9 on the 2011 Form 943)) on any day during a deposit period, you must deposit

the tax by the close of the next business day, whether you are a monthly or a semiweekly schedule depositor.

For purposes of the \$100,000 rule, do not continue accumulating a tax liability after the end of a deposit period. For example, if a semiweekly schedule depositor has accumulated a liability of \$95,000 on a Tuesday (of a Saturday-through-Tuesday deposit period) and accumulated a \$10,000 liability on Wednesday, the \$100,000 next-day deposit rule does not apply because the \$10,000 is accumulated in the next deposit period. Thus, \$95,000 must be deposited by Friday and \$10,000 must be deposited by the following Wednesday.

However, once you accumulate at least \$100,000 in a deposit period, stop accumulating at the end of that day and begin to accumulate anew on the next day. For example, Fir Co. is a semiweekly schedule depositor. On Monday, Fir Co. accumulates taxes of \$110,000 and must deposit this amount on Tuesday, the next business day. On Tuesday, Fir Co. accumulates additional taxes of \$30,000. Because the \$30,000 is not added to the previous \$110,000 and is less than \$100,000, Fir Co. does not have to deposit the \$30,000 until Friday (following the semiweekly deposit schedule).



If you are a monthly schedule depositor and you accumulate a \$100,000 tax liability on any day, you become a semiweekly schedule depositor on

the next day and remain so for the remainder of the calendar year and for the following calendar year.

Example of the \$100,000 next-day deposit rule. Elm, Inc., started its business on April 1, 2011. Because Elm, Inc., is a new employer, the taxes for its lookback period are considered to be zero; therefore, Elm, Inc., is a monthly schedule depositor. On April 8, Elm, Inc., paid wages for the first time and accumulated taxes of \$50,000. On April 15 (Friday), Elm, Inc., paid wages and accumulated taxes of \$60,000, for a total of \$110,000. Because Elm, Inc., accumulated \$110,000 on April 15, it must deposit \$110,000 by April 18 (Monday), the next business day.

Accuracy of Deposits Rule

You are required to deposit 100% of your tax liability on or before the deposit due date. However, penalties will not be applied for depositing less than 100% if both of the following conditions are met.

- Any deposit shortfall does not exceed the greater of \$100 or 2% of the amount of taxes otherwise required to be deposited.
- 2. The deposit shortfall is paid or deposited by the shortfall makeup date as described below.

Makeup Date for Deposit Shortfall:

 Monthly Schedule Depositor—Deposit the shortfall or pay it with your return by the due date of your Form 943. You may pay the shortfall with your Form 943 even if the amount is \$2,500 or more. Semiweekly Schedule Depositor—Deposit by the earlier of (a) the first Wednesday or Friday (whichever comes first) that falls on or after the 15th of the month following the month in which the shortfall occurred, or (b) the due date for Form 943. For example, if a semiweekly schedule depositor has a deposit shortfall during February 2011, the shortfall makeup date is March 16, 2011 (Wednesday).

How To Deposit

You must deposit employment taxes by electronic funds transfer. See <u>Payment with return</u> on page 14 for exceptions explaining when taxes may be paid with the tax return instead of being deposited.

Electronic deposit requirement. You must use electronic funds transfer to make all federal tax deposits (such as deposits of employment tax, excise tax, and corporate income tax). Generally, electronic funds transfers are made using the Electronic Federal Tax Payment System (EFTPS). If you do not want to use EFTPS, you can arrange for your tax professional, financial institution, payroll service, or other trusted third party to make deposits on your behalf. If you fail to make a timely deposit, you may be subject to a 10% failure-to-deposit penalty. To get more information or to enroll in EFTPS, call 1-800-555-4477 (business) or 1-800-316-6541 (individual). You can also yisit the EFTPS website at www.eftps.gov. You can also get Pub. 966, The Secure Way to Pay Your Federal Taxes.

New employers that have a federal tax obligation will be pre-enrolled in EFTPS. Call the toll-free number located in your Employer Identification Number (EIN) Package to activate your enrollment and begin making your tax deposit payments. See *When you receive your EIN* on page 6 for more information.

Deposit record. For your records, an Electronic Funds Transfer (EFT) Trace Number will be provided with each successful payment. The number can be used as a receipt or to trace the payment.

Depositing on time. For deposits made by EFTPS to be on time, you must initiate the deposit by 8 p.m. Eastern time the day before the date a deposit is due. If you use a third party to make a deposit on your behalf, they may have different cutoff times.

Same-day payment option. If you fail to initiate a deposit transaction on EFTPS by 8 p.m. Eastern time the day before the date a deposit is due, you can still make your deposit on time by using the Federal Tax Application (FTA). If you ever need the same-day payment method, you will need to make arrangements with your financial institution ahead of time. Please check with your financial institution regarding availability, deadlines, and costs. Your financial institution may charge you a fee for payments made this way. To learn more about the information you will need to provide to your financial institution to make a same-day wire payment, visit www.eftps.gov to download the Same-Day Payment Worksheet.

Deposit Penalties

Penalties may apply if you do not make required deposits on time or if you make deposits for less than the required amount. The penalties do not apply if any failure to make a proper and timely deposit was due to reasonable cause and not to willful neglect. IRS may also waive deposit penalties if you inadvertently fail to deposit in the first quarter that a deposit is due, or the first quarter during which your frequency of deposits changed, if you timely filed your employment tax return.

For amounts not properly deposited or not deposited on time, the penalty rates are shown next.

Penalty Charged for... 2% Deposits made 1 to 5 days late. 5% Deposits made 6 to 15 days late. 10% Deposits made 16 or more days late. Also applies to amounts paid within 10 days of the date of the first notice the IRS sent asking for the tax due. 10% Deposits paid directly to the IRS or paid with your tax return. See Payment with return on page 14 for exceptions. 15% Amounts still unpaid more than 10 days after the

Late deposit penalty amounts are determined using calendar days, starting from the due date of the liability.

date of the first notice that the IRS sent asking

notice and demand for immediate payment,

for the tax due or the day on which you received

Order in which deposits are applied. Deposits generally are applied to the most recent tax liability within the year. If you receive a failure-to-deposit penalty notice, you may designate how your deposits are to be applied in order to minimize the amount of the penalty, if you do so within 90 days of the date of the notice. Follow the instructions on the penalty notice that you received. For examples on how the IRS will apply deposits and more information on designating deposits, see Revenue Procedure 2001-58. You can find Revenue Procedure 2001-58 on page 579 of Internal Revenue Bulletin 2001-50 at

www.irs.gov/pub/irs-irbs/irb01-50.pdf.

whichever is earlier.

Example. Cedar, Inc., is required to make a deposit of \$1,000 on June 15 and \$1,500 on July 15. It does not make the deposit on June 15. On July 15, Cedar, Inc., deposits \$2,000. Under the deposits rule, which applies deposits to the most recent tax liability, \$1,500 of the deposit is applied to the July 15 deposit and the remaining \$500 is applied to the June deposit. Accordingly, \$500 of the June 15 liability remains undeposited. The penalty on this underdeposit will apply as explained above.

Trust fund recovery penalty. If federal income, social security, and Medicare taxes that must be withheld are not withheld or are not deposited or paid to the United States Treasury, the trust fund recovery penalty may apply. The

penalty is the full amount of the unpaid trust fund tax. This penalty may apply to you if these unpaid taxes cannot be immediately collected from the employer or business.

The trust fund recovery penalty may be imposed on all persons who are determined by the IRS to be responsible for collecting, accounting for, and paying over these taxes, and who acted willfully in not doing so.

A **responsible person** can be an officer or employee of a corporation, a partner or employee of a partnership, an accountant, a volunteer director/trustee, or an employee of a sole proprietorship. A responsible person also may include one who signs checks for the business or otherwise has authority to cause the spending of business funds.

Willfully means voluntarily, consciously, and intentionally. A responsible person acts willfully if the person knows that the required actions are not taking place.

"Averaged" failure-to-deposit penalty. IRS may assess an "averaged" failure-to-deposit penalty of 2% to 10% if you are a monthly schedule depositor and did not properly complete line 17 of Form 943 when your tax liability (line 11) shown on Form 943 was \$2,500 or more. IRS may also assess this penalty of 2% to 10% if you are a semiweekly schedule depositor and your tax liability (line 11) shown on Form 943 was \$2,500 or more and you did any of the following.

- Completed line 17 of Form 943 (line 15 on the 2011 Form 943) instead of Form 943-A.
- Failed to attach a properly completed Form 943-A.
- Completed Form 943-A incorrectly, for example, by entering tax deposits instead of tax liabilities in the numbered spaces.

IRS figures the penalty by allocating your total tax liability on line 11 of Form 943 equally throughout the tax period. Your deposits and payments may not be counted as timely because IRS does not know the actual dates of your tax liabilities.

You can avoid the penalty by reviewing your return before filing it. Follow these steps before filing your Form 943.

- If you are a monthly schedule depositor, report your tax liabilities (not your deposits) in the monthly entry spaces on line 17 of Form 943 (line 15 on the 2011 Form 943).
- If you are a semiweekly schedule depositor, report your tax liabilities (not your deposits) on Form 943-A in the lines that represent the dates you paid your employees.
- Verify that your total liability shown on line 17 of Form 943 (line 15 on the 2011 Form 943) or on line M of Form 943-A equals your tax liability shown on line 11 of Form 943 (line 9 on the 2011 Form 943).
- Do not show negative amounts on line 17 of Form 943 (line 15 on the 2011 Form 943) or Form 943-A.
 If a prior period adjustment results in a decrease in your tax liability, reduce your liability for the day you discovered the error by the tax decrease resulting

from the error, but not below zero. Apply any remaining decrease to subsequent liabilities.

 For prior period errors discovered after December 31, 2008, do not adjust your tax liabilities reported on line 17 of Form 943 (line 15 on the 2011 Form 943) or on Form 943-A.

Employers of Both Farm and Nonfarm Workers

If you employ both farm and nonfarm workers, you must treat employment taxes for the farmworkers (Form 943 taxes) separately from employment taxes for the nonfarm workers (Form 941 and 944 taxes). Form 943 taxes and Form 941/944 taxes are not combined for purposes of applying any of the deposit schedule rules.

If a deposit is due, deposit the Form 941/944 taxes and the Form 943 taxes by making separate deposits. For example, if you are a monthly schedule depositor for both Forms 941/944 and 943 taxes and your tax liability at the end of June is \$1,500 reportable on Form 941/944 and \$1,200 reportable on Form 943, deposit both amounts by July 15. Use one transaction to deposit the \$1,500 of Form 941/944 taxes and another transaction to deposit the \$1,200 of Form 943 taxes.

8. Form 943

You must file Form 943 for each calendar year beginning with the first year that you pay \$2,500 or more for farmwork or you employ a farmworker who meets the \$150 test explained in section 4. Do not report these wages on Form 941 or Form 944.

After you file your first return, each year the IRS will send you a Form 943 preaddressed with your name, address, and EIN. If you do not receive the preaddressed form, request a blank form from the IRS. If you use a blank form, show your name and EIN exactly as they appeared on previous returns.

Household employees. If you file Form 943 and pay wages to household workers, you may include the wages and taxes of these workers on Form 943. If you choose not to report these wages and taxes on Form 943, report the wages of these workers separately on Schedule H (Form 1040), Household Employment Taxes. You must have an EIN to file Schedule H (Form 1040). See section 1 for details. If you report the wages on Form 943, include the taxes when you figure deposit requirements or make deposits. If you include household employee wages and taxes on Schedule H (Form 1040), do not include the household employee taxes when you figure deposit requirements or make Form 943 deposits. See Publication 926 for more information about household workers.

If household employee wages and taxes are included on Form 943, you must also include FUTA tax for the employees on Form 940. See section 10 for more information.

Penalties. For each month or part of a month that a return is not filed when required (disregarding any extensions of the filing deadline), there is a failure-to-file penalty of 5% of the unpaid tax due with that return. The maximum penalty is 25% of the tax due. Also, for each month or part of a month that the tax is paid late (disregarding any extensions of the payment deadline), there is a failure-to-pay penalty of 0.5% per month of the amount of tax. For individual filers only, the failure-to-pay penalty is reduced from 0.5% per month to 0.25% per month if an installment agreement is in effect. You must have filed your return on or before the due date of the return to qualify for the reduced penalty. The maximum amount of the failure-to-pay penalty is also 25% of the tax due. If both penalties apply in any month, the failure-to-file penalty is reduced by the amount of the failure-to-pay penalty. The penalties will not be charged if you have reasonable cause for failing to file or pay. If you receive a penalty notice, you can provide an explanation of why you believe reasonable cause exists.

Note. In addition to any penalties, interest accrues from the due date of the tax on any unpaid balance.

If federal income, social security, or Medicare taxes that must be withheld are not withheld or are not paid, you may be personally liable for the trust fund recovery penalty. See *Trust fund recovery penalty* in section 7.

Use of a reporting agent or other third-party payroll service provider does not relieve an employer of the responsibility to ensure that tax returns are filed and all taxes are paid or deposited correctly and on time.

9. Reporting Adjustments on Form 943

There are two types of adjustments: current year adjustments and prior year adjustments to correct errors. See the Instructions for Form 943 and the Instructions for Form 943-X for more information on how to report these adjustments.

Current Year Adjustments

In certain cases, amounts reported as social security and Medicare taxes on lines 3 and 5 of Form 943 must be adjusted to arrive at your correct tax liability. The most common situation involves differences in cents totals due to rounding. Other situations when current year adjustments may be necessary include third-party sick pay, group-term life insurance for former employees, and the uncollected employee share of social security and Medicare taxes on tips. Current year adjustments are reported on line 8 of Form 943. See Publication 15 (Circular E) for more information on these adjustments.

If you withhold an incorrect amount of federal income tax from an employee, you may adjust the amount withheld in later pay periods during the **same year** to compensate for the error.

Prior Year Adjustments

If you discover an error on a previously filed Form 943 make the correction using Form 943-X. File a separate Form 943-X for each prior year you are correcting. File Form 943-X separately. **Do not** attach Form 943-X to your current period Form 943. You must explain your error on Form 943-X, indicate when the error was discovered, and provide the applicable certifications.

When you discover that you underreported tax on a previously filed return, you must file Form 943-X no later than the due date of the return for the period during which you discovered the error. Pay the amount you owe when you file. For example, you discover on June 15, 2011, that you underreported \$10,000 of social security and Medicare wages on your 2010 Form 943. You owe \$1,530 on the 2010 Form 943. To qualify for an interest-free adjustment, you must file Form 943-X by January 31, 2012, and pay \$1,530 when you file. For more information, see the Instructions for Form 943-X or visit IRS.gov and enter the keywords *Correcting Employment Taxes*.



See Revenue Ruling 2009-39, 2009-52 I.R.B. 951, for examples of how the interest-free adjustment and claim for refund rules apply in 10 differ-

ent situations. You can find Rev. Rul. 2009-39, at www.irs.gov/irb/2009-52_IRB/ar14.html.

Form 843. Do not use Form 843, Claim for Refund and Request for Abatement, to request a refund or abatement of overreported social security or Medicare taxes. Instead, request your refund or abatement of taxes on Form 943-X. However, use Form 843 when requesting a refund or abatement of assessed interest or penalties.

Federal income tax withholding adjustments. You cannot adjust the amount reported as federal income tax withheld for a prior year return, even if you withheld the wrong amount. However, you may adjust prior year federal income tax withholding to correct an administrative error. An administrative error occurs if the amount you entered on Form 943 is not the amount that you actually withheld. Examples include mathematical or transposition errors. In these cases, you should adjust the return to show the amount actually withheld.

The administrative error adjustment corrects only the amount reported on Form 943 to agree with the actual amount withheld from wages in that year.

You may also need to correct Forms W-2 for the prior year (if they do not show the actual withholding) by filing Form W-2c and Form W-3c. Forms W-2c may be created and submitted to SSA over the Internet. For more information, visit SSA's Employer W-2 Filing Instructions & Information webpage at www.socialsecurity.gov/employer.

Social security and Medicare tax adjustments. Correct prior year social security and Medicare tax errors by making an adjustment on Form 943-X.

If you withheld no tax or less than the correct amount, you may correct the mistake by withholding the tax from a later payment to the same employee.

If you withheld employee tax when no tax is due or if you withheld more than the correct amount, you must repay or reimburse the employee.

Collecting underwithheld taxes from employees. If you withheld no federal income, social security, or Medicare taxes or less than the correct amount from an employee's wages, you can make it up from future pay to that employee. But you are the one who owes the underpayment. Reimbursement is a matter for settlement between you and the employee. Underwithheld federal income tax must be recovered from the employee on or before the last day of the calendar year.

Refunding amounts incorrectly withheld from employees. If you withheld more than the correct amount of federal income, social security, or Medicare taxes from wages paid, give the employee any excess. The excess federal income tax withholding must be reimbursed to the employee before the end of the calendar year. Keep in your records the employee's written receipt showing the date and amount of the repayment. If you do not have a receipt, you must report and pay each excess amount when you file Form 943 for the year in which you withheld too much tax.

Filing corrections to Forms W-2 and W-3. When adjustments are made to correct social security and Medicare taxes because of a change in the wage totals reported for a previous year, you also may need to file Forms W-2c and Form W-3c. Forms W-2c may be created and submitted to SSA over the Internet. For more information, visit SSA's Employer W-2 Filing Instructions & Information webpage at www.socialsecurity.gov/employer.

For additional information about the procedure for adjusting employment taxes, get the Instructions for Form 943-X or visit IRS.gov and enter the keywords *Correcting Employment Taxes*. Also see Treasury Decision 9405, 2008-32 I.R.B. 293, available at

http://www.irs.gov/irb/2008-32_IRB/ar13.html.

Note. Continue to make current period adjustments for fractions of cents, sick pay, tips, and group-term life insurance on your Form 943.

10. Federal Unemployment (FUTA) Tax

The Federal Unemployment Tax Act (FUTA), with state unemployment systems, provides for payments of unemployment compensation to workers who have lost their jobs. Most employers pay both a federal and a state unemployment tax. A list of state unemployment agencies, including web addresses and phone numbers, is available in the Instructions for Form 940. Only the employer pays FUTA tax; it is not withheld from the employees' wages. For more information, see the Instructions for Form 940.

For 2011, you must file Form 940, Employer's Annual Federal Unemployment (FUTA) Tax Return, if you:

- Paid cash wages of \$20,000 or more to farmworkers in any calendar quarter in 2010 or 2011, or
- Employed 10 or more farmworkers during at least some part of a day (whether or not at the same time) during any 20 or more different weeks in 2010 or 20 or more different weeks in 2011.

To determine whether you meet either test above, you must count wages paid to aliens admitted on a temporary basis to the United States to perform farmwork, also known as "H-2(A)" visa workers. However, wages paid to "H-2(A)" visa workers are not subject to the FUTA tax.

Generally, farmworkers supplied by a **crew leader** are considered employees of the farm operator for purposes of the FUTA tax unless (a) the crew leader is registered under the Migrant and Seasonal Agricultural Worker Protection Act, or (b) substantially all of the workers supplied by the crew leader operate or maintain tractors, harvesting or crop-dusting machines, or other machines provided by the crew leader. Therefore, if (a) or (b) applies, the farmworkers are generally employees of the crew leader.

You must deposit FUTA tax by electronic funds transfer. The deposit rules for FUTA tax are different from those for income, social security, and Medicare taxes. See <u>Deposit rules for FUTA tax</u>, later.

FUTA tax rate. Before July 1, 2011, the FUTA tax rate is 6.2%. After June 30, 2011, the FUTA tax rate is scheduled to decrease to 6.0%. The tax applies to the first \$7,000 you pay to each employee as wages during the year. The \$7,000 is the federal wage base. Your state wage base may be different. Generally, you can take a credit against your FUTA tax for amounts you paid into state unemployment funds. The credit may be as much as 5.4% of FUTA taxable wages. If you are entitled to the maximum 5.4% credit, the FUTA tax rate after credit is 0.8% (0.6% after June 30, 2011). You are entitled to the maximum credit if you paid your state unemployment taxes in full, on time, and on all the same wages as are subject to FUTA tax, and as long as the state is not determined to be a credit reduction state. See the Instructions for Form 940 to determine the credit.

In some states, the wages subject to state unemployment tax are the same as the wages subject to FUTA tax. However, certain states exempt some types of wages from state unemployment tax, even though they are subject to FUTA tax (for example, wages paid to corporate officers, certain payments of sick pay by unions, and certain fringe benefits). In such a case, you may be required to deposit more than 0.8% (0.6% after June 30, 2011) FUTA tax on those wages. See the Instructions for Form 940 for further guidance.

Successor employer. If you have acquired a business from someone else, you may be able to claim a special credit as a successor employer. See the Instructions for Form 940.

Deposit rules for FUTA tax. Generally, deposit FUTA tax quarterly. To figure your FUTA tax, multiply .008 (.006 after June 30, 2011) times the amount of wages paid to each employee during the quarter. This amount may need to be adjusted, however, depending on your entitlement to the credit for state unemployment contributions. See the Instructions for Form 940. When an employee's wages reach \$7,000, do not figure any additional FUTA tax for that employee. If the FUTA tax for the quarter (plus any undeposited FUTA tax from prior quarters) is more than \$500, deposit the FUTA tax by electronic funds transfer as explained in section 7, by the last day of the month following the end of the guarter. If the amount is \$500 or less, you do not have to deposit it, but you must add it to the amount of tax for the next quarter to determine whether a deposit is required for that quarter.

If your liability for the fourth quarter (plus any undeposited amount from any earlier quarter) is over \$500, deposit the entire amount by the due date of Form 940 (January 31). If it is \$500 or less, you can make a deposit, pay the tax with a major credit card, debit card, or pay the tax with a check or money order with your Form 940 by January 31.

Filing Form 940. By January 31, file Form 940. If you make deposits on time in full payment of the tax due for the year, you have 10 additional days to file.

Once you have filed a Form 940, you will receive a preaddressed form near the end of each calendar year. If you do not receive a form, request one by calling 1-800-829-4933 in time to receive it and file when due. Alternatively, you may download a copy of Form 940 and Instructions for Form 940 from IRS.gov.

11. Records You Should Keep

Every employer subject to employment taxes must keep all related records available for inspection for at least 4 years after the due date for the return period to which the records relate, or the date the taxes are paid, whichever is later. You may keep the records in whatever form you choose.

Keep a record of the following information.

- Your EIN.
- Names, addresses, social security numbers, and occupations of employees.
- Dates of employees' employment.
- Amounts and dates of all cash wages, annuity, and pension payments.
- Fair market value and dates of all noncash payments.
- Periods for which employees were paid while absent due to sickness or injury, and the amount and weekly rate of payments you or third-party payers made to them.

- Dates and amounts of tax deposits that you made and acknowledgment numbers for deposits made by EFTPS.
- Fringe benefits provided, including substantiation.

Keep copies of the following documents.

- Forms W-4 (Formulario W-4(SP)), W-4P, and W-4S.
- Forms W-2, including employee copies of any Forms W-2 that were returned to you as undeliverable.
- Returns that you filed.

If a **crew leader** furnished you with farmworkers, you must keep a record of the name, permanent mailing address, and EIN of the crew leader. If the crew leader has no permanent mailing address, record his or her present address.

12. Reconciling Wage Reporting Forms

When there are discrepancies between amounts reported on Form 943 filed with the IRS and Forms W-2 and W-3 filed with the SSA, the IRS must contact you to resolve the discrepancies.

To help reduce discrepancies:

- 1. Report bonuses as wages and as social security and Medicare wages on Forms W-2 and 943;
- Report social security and Medicare wages and taxes separately on Forms W-2, W-3, and 943;
- Report social security taxes on Form W-2 in the box for social security tax withheld (box 4), not as social security wages;
- Report Medicare taxes on Form W-2 in the box for Medicare tax withheld (box 6), not as Medicare wages;
- Make sure that social security wages for each employee do not exceed the annual social security wage base; and
- Do not report noncash wages that are not subject to social security or Medicare taxes as social security or Medicare wages.

To reduce the discrepancies between amounts reported on Forms W-2, W-3, and 943:

- 1. Be sure that the amounts on Form W-3 are the total amounts from Forms W-2, excluding any amounts from Forms W-2 that were marked void, and
- 2. Reconcile Form W-3 with your Form 943 by comparing amounts reported for the following items.
- Federal income tax withholding, social security wages, and Medicare wages.

 Social security and Medicare taxes. The amounts shown on Form 943, including current year adjustments, should be approximately twice the amounts shown on Form W-3.

Amounts reported on Forms W-2, W-3, and 943 may not match for valid reasons. If they do not match, you should determine that the reasons are valid. Keep your reconciliation so that you will have a record of why amounts did not match in case there are inquiries from the IRS or the SSA.

13. Federal Income Tax Withholding Methods

There are several methods to figure federal income tax withholding for employees. The most common are the wage bracket method and the percentage method.

Wage Bracket Method

Under the wage bracket method, find the proper table (on pages 26–45) for your payroll period and the employees marital status as shown on his or her Form W-4. Then, based on the number of withholding allowances claimed on the Form W-4 and the amount of wages, find the amount of federal income tax to withhold. If your employee is claiming more than 10 withholding allowances, see below

If you cannot use the wage bracket tables because wages exceed the amount shown in the last bracket of the table, use the percentage method of withholding described later. Be sure to reduce wages by the amount of total withholding allowances (shown in the table on page 22) before using the percentage method tables on pages 24 and 25.

Adjusting wage bracket withholding for employees claiming over 10 withholding allowances. To adapt the wage bracket tables for employees who are claiming over 10 allowances, follow these steps.

- Multiply the number of withholding allowances that is over 10 by the allowance value for the payroll period. The allowance values are in the *Percentage Method—2011 Amount for One Withholding Allowance* table on page 22.
- 2. Subtract the result from the employees wages.
- 3. On this amount, find and withhold the tax in the column for 10 allowances.

This is a voluntary method. If you use the wage bracket tables, you may continue to withhold the amount in the "10" column when your employee has more than 10 allowances, using the method above. You can also use the other methods described on page 22.

Publication 51 (2011) Page 21

Percentage Method

If you do not want to use the wage bracket tables on pages 26–45 to figure how much federal income tax to withhold, you can use the percentage method based on the table on this page and the appropriate rate table. This method works for any number of withholding allowances the employee claims and any amount of wages.

Use these steps to figure the federal income tax to withhold under the percentage method.

- 1. Multiply one withholding allowance (see table below) by the number of allowances the employee claims.
- 2. Subtract that amount from the employees wages.
- 3. Determine the amount to withhold from the appropriate table on page 24 or 25.

Percentage Method—2011 Amount for One Withholding Allowance

Payroll Period	One Withholding Allowance
Weekly	\$ 71.15
Biweekly	142.31
Semimonthly	154.17
Monthly	308.33
Quarterly	925.00
Semiannually	1,850.00
Annually	3,700.00
Daily or Miscellaneous (each day of the	
payroll period)	14.23

Example. An unmarried employee is paid \$600 weekly. This employee has a Form W-4 in effect claiming two withholding allowances. Using the percentage method, figure the federal income tax withholding as follows:

1.	Total wage payment		\$600.00
2.	One allowance	\$71.15	
3.	Allowances claimed on Form		
	W-4	2	
4.	Multiply line 2 by line 3		\$142.30
5.	Amount subject to withholding		
	(subtract line 4 from line 1)		\$457.70
6.	Tax to be withheld on \$457.70		
	from Table 1—single person,		
	page 24		<u>\$ 54.46</u>

To figure the federal income tax to withhold, you may reduce the last digit of the wages to zero, or figure the wages to the nearest dollar.

Annual income tax withholding. Figure the federal income tax to withhold on annual wages under the *Percentage Method* for an annual payroll period. Then prorate the tax back to the payroll period.

Example. A married person claims four withholding allowances. She is paid \$1,000 a week. Multiply the weekly wages by 52 weeks to figure the annual wage of \$52,000. Subtract \$14,800 (the value of four withholding allowances annually) for a balance of \$37,200. Using column (b) of *Table 7—Annual Payroll Period* on page 25, the annual federal income tax withholding is \$3,545.00. Divide the annual amount by 52. The weekly federal income tax to withhold is \$68.17.

Alternative Methods of Federal Income Tax Withholding

Rather than the <u>Percentage Method</u> or <u>Wage Bracket</u> <u>Method</u> described earlier, you can use an alternative method to withhold federal income tax. Section 9 of Publication 15-A describes these alternative methods.

Page 22 Publication 51 (2011)

14. How Do Employment Taxes Apply to Farmwork?

Type of employment	Income Tax Withholding, Social Security, and Medicare	Federal Unemployment Tax
Farm Employment Includes:		
Cultivating soil; raising or harvesting any agricultural or horticultural commodity; the care of livestock, poultry, bees, fur-bearing animals, or wildlife.	Taxable if \$150 test or \$2,500 test is met. See section 4.	Taxable if either test in section 10 is met.
2. Work on a farm if major farm duties are in management or maintenance, etc., of farm tools or equipment or salvaging timber, or clearing brush or other debris, left by hurricane.		
Work in connection with the production and harvesting of turpentine and other oleoresinous products.		
4. Cotton ginning.5. Operating or maintenance of ditches, reservoirs, canals, or waterways used only for supplying or storing water for farming purposes and not owned or operated for profit.		
 Processing, packaging, etc., any commodity in its unmanufactured state if employed by farm operator who produced over half of commodity processed or by group of up to 20 unincorporated farm operators if they produced all the commodity. 		
7. Hatching poultry on a farm.*8. Production or harvesting of maple syrup.		
6. Floudction of harvesting of maple syrup.		
Farm Employment Does Not Include:		
Handling or processing commodities after delivery to terminal market for commercial canning or freezing.	Taxable under general employment rules. Farm rules do not apply.	Taxable under general FUTA rules. Farm rules do not apply.
 Operating or maintenance of ditches, canals, reservoirs or waterways not meeting tests in (5) above. 		
3. Processing, packaging, delivering, etc., any commodity in its unmanufactured state if group of farm operators do not meet the tests in (6) above.4. Household employment.		
Special Employment Situations:		
Services not in the course of employer's trade or business on farm operated for profit (cash payments only).	Taxable if \$150 test or \$2,500 test is met (see section 4), unless performed by parent employed by child.	Taxable only if \$50 or more is paid in a quarter and employee works on 24 or more different days in current or prior quarter.
 Workers admitted under section 101(a)(15)(H)(ii)(a) of the Immigration and Nationality Act on a temporary basis to perform agricultural labor ("H-2(A)" workers). 	Exempt.	Exempt.
3. Family employment.	Exempt for employer's child under age 18, but counted for \$150 test or \$2,500 test. Taxable for spouse of employer.	Exempt if services performed by employer's parent or spouse or by employer's child under age 21.
*Hatching poultry off the farm is not considered farmwork for unemployment tax.	income tax withholding, social security, and Med	licare. It is considered farmwork for federal

Percentage Method Tables for Income Tax Withholding

(For Wages Paid in 2011)

TABLE 1—WEEKLY Payroll Period

(a) SINGLE pers	on (including head of h	household)—		(b) MARRIED pe	erson—		
If the amount of v subtracting withh is:	olding allowances) 1	The amount of income ta	x	If the amount of v subtracting withh is:	wages (after olding allowances)	The amount of incon to withhold is:	ne tax
Not over \$40 \$0				Not over \$152 \$0			
Over—	But not over—	of e	xcess over-	Over—	But not over—		of excess over—
\$40	— \$204 \$	\$0.00 plus 10%	—\$40	\$152	— \$479	. \$0.00 plus 10%	—\$152
\$204	— \$704 \$	\$16.40 plus 15%	— \$204	\$479	— \$1,479	. \$32.70 plus 15%	—\$479
\$704	— \$1,648 \$	\$91.40 plus 25%	— \$704	\$1,479	— \$2,832	. \$182.70 plus 25%	— \$1,479
\$1,648	— \$3,394 \$	\$327.40 plus 28%	— \$1,648	\$2,832	— \$4,235	. \$520.95 plus 28%	-\$2,832
\$3,394	— \$7,332 \$	\$816.28 plus 33%	-\$3,394	\$4,235	— \$7,443	. \$913.79 plus 33%	-\$4,235
\$7,332		\$2,115.82 plus 35%	—\$7,332	\$7,443		$.\$1,\!972.43\;\text{plus}\;35\%$	—\$7,443

TABLE 2—BIWEEKLY Payroll Period

(a) SINGLE pers	on (including head o	of household)—		(b) MARRIED person—			
If the amount of v subtracting withhous:	vages (after olding allowances)	The amount of income to withhold is:	tax	If the amount or subtracting with is:	f wages (after holding allowances)	The amount of income to withhold is:	ne tax
Not over \$81		. \$0		Not over \$304 \$0			
Over—	But not over—	of e	excess over-	Over—	But not over—		of excess over-
\$81	— \$408	. \$0.00 plus 10%	—\$81	\$304	— \$958	. \$0.00 plus 10%	—\$304
\$408	— \$1,408	. \$32.70 plus 15%	—\$408	\$958	— \$2,958	. \$65.40 plus 15%	—\$958
\$1,408	— \$3,296	. \$182.70 plus 25%	\$1,408	\$2,958	— \$5,663	. \$365.40 plus 25%	—\$2,958
\$3,296	— \$6,788	. \$654.70 plus 28%	-\$3,296	\$5,663	— \$8,469	. \$1,041.65 plus 28%	-\$5,663
\$6,788	— \$14,663	. \$1,632.46 plus 33%	-\$6,788	\$8,469	— \$14,887	. \$1,827.33 plus 33%	-\$8,469
\$14,663		. \$4,231.21 plus 35%	-\$14,663	\$14,887		. \$3,945.27 plus 35%	—\$14,887

TABLE 3—SEMIMONTHLY Payroll Period

(a) SINGLE person (including head of household)—				(b) MARRIED person—			
If the amount of wages (after subtracting withholding allowances) is: The amount of income to withhold is:			e tax		of wages (after thholding allowances)	The amount of income to withhold is:	ne tax
Not over \$88 \$0				Not over \$329 \$0			
Over—	But not over—		of excess over-	Over—	But not over—		of excess over-
\$88	— \$442	. \$0.00 plus 10%	—\$88	\$329	— \$1,038	. \$0.00 plus 10%	—\$329
\$442	— \$1,525	. \$35.40 plus 15%	—\$442	\$1,038	—\$3,204	. \$70.90 plus 15%	—\$1,038
\$1,525	— \$3,571	. \$197.85 plus 25%	—\$1,525	\$3,204	— \$6,135	. \$395.80 plus 25%	-\$3,204
\$3,571	— \$7,354	. \$709.35 plus 28%	—\$3,571	\$6,135	— \$9,175	. \$1,128.55 plus 28%	—\$6,135
\$7,354	— \$15,885	. \$1,768.59 plus 33%	\$7,354	\$9,175	— \$16,127	. \$1,979.75 plus 33%	—\$9,175
\$15,885		. \$4,583.82 plus 35%	—\$15,885	\$16,127 .		. \$4,273.91 plus 35%	—\$16,127

TABLE 4—MONTHLY Payroll Period

(a) SINGLE person (including head of household)—				(b) MARRIED p	erson—		
If the amount of wages (after subtracting withholding allowances) The amount of income tax to withhold is:			ax	If the amount of subtracting withlis:	wages (after nolding allowances)	The amount of income to withhold is:	ne tax
Not over \$175 \$0				Not over \$658 \$0			
Over—	But not over—	of (excess over-	Over—	But not over—		of excess over-
\$175	— \$883	. \$0.00 plus 10%	— \$175	\$658	— \$2,075	. \$0.00 plus 10%	—\$658
\$883	— \$3,050	. \$70.80 plus 15%	—\$883	\$2,075	— \$6,408	. \$141.70 plus 15%	—\$2,075
\$3,050	— \$7,142	. \$395.85 plus 25%	-\$3,050	\$6,408	— \$12,271	. \$791.65 plus 25%	-\$6,408
\$7,142	— \$14,708	. \$1,418.85 plus 28%	\$7,142	\$12,271	— \$18,350	. \$2,257.40 plus 28%	—\$12,271
\$14,708	— \$31,771	. \$3,537.33 plus 33%	-\$14,708	\$18,350	— \$32,254	. \$3,959.52 plus 33%	— \$18,350
\$31,771		. \$9,168.12 plus 35%	— \$31,771	\$32,254		. \$8,547.84 plus 35%	—\$32,254

Page 24 Publication 51 (2011)

Percentage Method Tables for Income Tax Withholding (continued)

(For Wages Paid in 2011)

TABLE 5—QUARTERLY Payroll Period

(a) SINGLE person (including head of household)— If the amount of wages (after subtracting withholding allowances) is: The amount of income tax to withhold is:				(b) MARRIED If the amount of subtracting with is:	•	The amount of income to withhold is:	e tax
Not over \$525		\$0		Not over \$1,97	'5	. \$0	
Over—	But not over —		of excess over-	Over—	But not over—		of excess over—
\$525	— \$2,650	\$0.00 plus 10%	—\$525	\$1,975	— \$6,225	. \$0.00 plus 10%	—\$1,975
\$2,650	— \$9,150	\$212.50 plus 15%	—\$2,650	\$6,225	— \$19,225	. \$425.00 plus 15%	—\$6,225
\$9,150	— \$21,425	\$1,187.50 plus 25%	— \$9,150	\$19,225	— \$36,813	. \$2,375.00 plus 25%	— \$19,225
\$21,425	— \$44,125	\$4,256.25 plus 28%	-\$21,425	\$36,813	— \$55,050	. \$6,772.00 plus 28%	-\$36,813
\$44,125	— \$95,313	\$10,612.25 plus 33%	-\$44,125	\$55,050	— \$96,763	. \$11,878.36 plus 33%	— \$55,050
\$95,313		\$27,504.29 plus 35%	—\$95,313	\$96,763 .		. \$25,643.65 plus 35%	—\$96,763

TABLE 6—SEMIANNUAL Payroll Period

(a) SINGLE person (including head of household)—				(b) MARRIED person—			
If the amount of wages (after subtracting withholding allowances) is: The amount of income to withhold is:			e tax	If the amount of subtracting with is:	f wages (after holding allowances)	The amount of income to withhold is:	e tax
Not over \$1,050 \$0				Not over \$3,950)	. \$0	
Over—	But not over —		of excess over-	Over—	But not over—	•	of excess over—
\$1,050	— \$5,300	\$0.00 plus 10%	—\$1,050	\$3,950	— \$12,450	. \$0.00 plus 10%	-\$3,950
\$5,300	— \$18,300	\$425.00 plus 15%	-\$5,300	\$12,450	— \$38,450	. \$850.00 plus 15%	—\$12,450
\$18,300	— \$42,850	\$2,375.00 plus 25%	-\$18,300	\$38,450	— \$73,625	. \$4,750.00 plus 25%	— \$38,450
\$42,850	— \$88,250	\$8,512.50 plus 28%	-\$42,850	\$73,625	— \$110,100	. \$13,543.75 plus 28%	—\$73,625
\$88,250	— \$190,625	\$21,224.50 plus 33%	—\$88,250	\$110,100	— \$193,525	. \$23,756.75 plus 33%	— \$110,100
\$190,625 .		\$55,008.25 plus 35%	—\$190,625	\$193,525		. \$51,287.00 plus 35%	—\$193,525

TABLE 7—ANNUAL Payroll Period

(a) SINGLE pe	rson (including head	of household) —		(b) MARRIED	person—		
If the amount of subtracting with is:	U 1	The amount of income to withhold is:	tax		of wages (after thholding allowances)	The amount of income to withhold is:	e tax
Not over \$2,100)	\$0		Not over \$7,90	00	. \$0	
Over—	But not over —		of excess over—	Over—	But not over—	•	of excess over—
\$2,100	— \$10,600	\$0.00 plus 10%	— \$2,100	\$7,900	— \$24,900	. \$0.00 plus 10%	— \$7,900
\$10,600	— \$36,600	\$850.00 plus 15%	-\$10,600	\$24,900	— \$76,900	. \$1,700.00 plus 15%	-\$24,900
\$36,600	— \$85,700	\$4,750.00 plus 25%	-\$36,600	\$76,900	— \$147,250	. \$9,500.00 plus 25%	-\$76,900
\$85,700	— \$176,500	\$17,025.00 plus 28%	-\$85,700	\$147,250	— \$220,200	. \$27,087.50 plus 28%	-\$147,250
\$176,500	— \$381,250	\$42,449.00 plus 33%	-\$176,500	\$220,200	— \$387,050	. \$47,513.50 plus 33%	-\$220,200
\$381,250		\$110,016.50 plus 35%	— \$381,250	\$387,050 .		. \$102,574.00 plus 35%	— \$387,050

TABLE 8—DAILY or MISCELLANEOUS Payroll Period

(a) SINGLE per	rson (including head of household)—		(b) MARRIED	person—	
•	holding allowances) umber of days in the The amount of inc			nholding allowances) number of days in the The amount of ir	
Not over \$8.10	\$0		Not over \$30.4	0 \$0	
Over—	But not over—	of excess over-	Over—	But not over—	of excess over-
\$8.10	—\$40.80 \$0.00 plus 10%	—\$8.10	\$30.40	—\$95.80 \$0.00 plus 10%	-\$30.40
\$40.80	—\$140.80 \$3.27 plus 15%	—\$40.80	\$95.80	—\$295.80 \$6.54 plus 15%	—\$95.80
\$140.80	—\$329.60 \$18.27 plus 25%	—\$140.80	\$295.80	—\$566.30 \$36.54 plus 25%	—\$295.80
\$329.60	—\$678.80 \$65.47 plus 28%	—\$329.60	\$566.30	—\$846.90 \$104.17 plus 28°	%
\$678.80	—\$1,466.30 \$163.25 plus 33%	—\$678.80	\$846.90	—\$1,488.70 \$182.74 plus 33°	%
\$1,466.30		—\$1,466.30	\$1.488.70	\$394.53 plus 35°	% —\$1,488.70

Publication 51 (2011) Page 25

SINGLE Persons—**WEEKLY** Payroll Period

(For Wages Paid through December 2011)

And the	wages			-			nholding all	lowances c	laimed is—	-		
At least	But less	0	1	2	3	4	5	6	7	8	9	10
								be withhe				
\$ 05560 657 75 808 995 1005 1105 1105 1105 1105 1105 1105	than \$55 600 655 700 75 80 855 100 105 110 115 120 125 130 135 140 145 150 165 170 175 180 185 190 220 230 240 250 270 280 290 300 310 320 330 340 410 420 430 440 450 460 470 480 550 560 5780	\$022333 445556 677888 9910011 11212131 14415156 1780123 24667990 23335688 391424445 47805153 555556 6666 6666 6772	\$00000 00000 00011 223334 455566 778889 9011121 1451689 1224257 8031334 3373942 446489 1524557 8061	\$0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0			\$0000000000000000000000000000000000000			8	© © 0000 0000 0000 00000 00000 00000 00000 0000	10 \$00000 00000 00000 00000 00000 00000 0000
580 590	590 600	74 75	63 64	52 54	43	32	20 22	13	6	0 1	0	0

Page 26 Publication 51 (2011)

SINGLE Persons—WEEKLY Payroll Period

(For Wages Paid through December 2011)

And the	e wages			•	_		December nholding all		laimed is—			
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
								be withhel				
\$600 610 620 630 640	\$610 620 630 640 650	\$77 78 80 81 83	\$66 67 69 70 72	\$55 57 58 60 61	\$45 46 48 49 51	\$34 35 37 38 40	\$23 25 26 28 29	\$14 15 16 17 18	\$7 8 9 10 11	\$0 1 2 3 4	\$0 0 0 0	\$0 0 0 0
650 660 670 680 690	660 670 680 690 700	84 86 87 89 90	73 75 76 78 79	63 64 66 67 69	52 54 55 57 58	41 43 44 46 47	31 32 34 35 37	20 21 23 24 26	12 13 14 15 16	5 6 7 8 9	0 0 0 0 1	0 0 0 0
700 710 720 730 740 750	710 720 730 740 750 760	92 94 97 99 102	81 82 84 85 87 88	70 72 73 75 76 78	60 61 63 64 66 67	49 50 52 53 55 56	38 40 41 43 44 46	27 29 30 32 33 35	17 18 20 21 23 24	10 11 12 13 14	2 3 4 5 6 7	0 0 0 0
760 770 780 790 800	770 780 790 800 810	107 109 112 114 117	90 91 94 96 99	79 81 82 84 85	69 70 72 73 75	58 59 61 62 64	47 49 50 52 53	36 38 39 41 42	26 27 29 30	16 17 18 20 21	8 9 10 11 12	0 1 2 3 4 5
810 820 830 840 850 860	820 830 840 850 860 870	119 122 124 127 129 132	101 104 106 109 111 114	87 88 90 91 94 96	76 78 79 81 82 84	65 67 68 70 71 73	55 56 58 59 61 62	44 45 47 48 50 51	33 35 36 38 39 41	23 24 26 27 29 30	13 14 15 16 18 19	5 6 7 8 9 10 11
870 880 890 900 910	880 890 900 910 920	134 137 139 142 144	116 119 121 124 126	99 101 104 106 109	85 87 88 90 91	74 76 77 79 80	64 65 67 68 70	53 54 56 57 59	42 44 45 47 48	32 33 35 36 38	21 22 24 25 27	12 13 14 15 16
920 930 940 950 960 970	930 940 950 960 970 980	147 149 152 154 157 159	129 131 134 136 139 141	111 114 116 119 121 124	93 96 98 101 103 106	82 83 85 86 88 89	71 73 74 76 77 79	60 62 63 65 66 68	50 51 53 54 56 57	39 41 42 44 45 47	28 30 31 33 34 36	18 19 21 22 24 25
980 990 1,000 1,010	990 1,000 1,010 1,020	162 164 167 169	144 146 149 151	126 129 131 134	108 111 113 116	91 93 95 98	80 82 83 85	69 71 72 74	59 60 62 63	48 50 51 53	37 39 40 42	27 28 30 31
1,020 1,030 1,040 1,050 1,060	1,030 1,040 1,050 1,060 1,070	172 174 177 179 182	154 156 159 161 164	136 139 141 144 146	118 121 123 126 128	100 103 105 108 110	86 88 89 91 93	75 77 78 80 81	65 66 68 69 71	54 56 57 59 60	43 45 46 48 49	33 34 36 37
1,070 1,080 1,090	1,080 1,090 1,100	184 187 189 192	166 169 171 174	149 151 154 156	131 133 136 138	113 115 118 120	95 98 100 103	83 84 86 87	72 74 75 77	62 63 65 66	51 52 54 55	39 40 42 43 45
1,100 1,110 1,120 1,130 1,140	1,110 1,120 1,130 1,140 1,150	194 197 199 202 204	176 179 181 184 186	159 161 164 166 169	141 143 146 148 151	123 125 128 130 133	105 108 110 113 115	89 90 92 95 97	78 80 81 83 84	68 69 71 72 74	57 58 60 61 63	46 48 49 51
1,150 1,160 1,170 1,180 1,190 1,200 1,210 1,220	1,160 1,170 1,180 1,190 1,200 1,210	207 209 212 214 217	189 191 194 196 199	171 174 176 179 181 184	153 156 158 161 163 166	135 138 140 143 145	118 120 123 125 128 130	100 102 105 107 110 112	86 87 89 90 92 95	75 77 78 80 81 83	64 66 67 69 70	52 54 55 57 58 60 61
1,210 1,220 1,230 1,240	1,220 1,230 1,240 1,250	219 222 224 227	201 204 206 209	184 186 189 191	168 168 171 173	148 150 153 155	130 133 135 138	112 115 117 120	95 97 100 102	83 84 86 87	72 73 75 76	63 64 66

\$1,250 and over

Use Table 1(a) for a **SINGLE person** on page 24. Also see the instructions on page 21.

MARRIED Persons—WEEKLY Payroll Period

(For Wages Paid through December 2011)

And the	e wages e-			•	nd the nun			lowances c	laimed is—	-		
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
are	e – But less	0 \$0 \$11223334455567891011213141567189901122324256678990112233455789441344647490555556855666657713746	1 \$0 00 00 00 00 00 00 00 00 00		3	4	5		7		9 \$000000000000000000000000000000000000	\$00000 00000 00000 00000 00000 00000 0000
770 780 790	780 790 800	77 79 80	66 68 69	56 57 59	45 47 48	34 36 37	27 28 29	20 21 22	13 14 15	5 6 7	0 0 0	0 0 0 0

Page 28 Publication 51 (2011)

MARRIED Persons—WEEKLY Payroll Period

	wages			-	Vages Paid And the nun			•	aimed is—			
At least	But less	0	1	2	3	4	5	6	7	8	9	10
	than	•	•	1	The an	nount of inc	ome tax to	be withhel	d is—	•	•	
\$800 810 820 830 840 850 860 870 930 910 920 930 940 950 970 980 970 1,000 1,030 1,040 1,050 1,060 1,070 1,110 1,120 1,130 1,140 1,150 1,160 1,170 1,180 1,210 1,220 1,230 1,240 1,250 1,260 1,270 1,280	\$810 820 830 840 850 860 870 880 890 910 920 930 940 950 960 970 980 990 1,000 1,010 1,030 1,040 1,050 1,050 1,060 1,070 1,080 1,090 1,110 1,120 1,130 1,140 1,150 1,160 1,150 1,160 1,190 1,210 1,220 1,230 1,240 1,250 1,270 1,280 1,290	\$82 83 85 86 88 89 91 92 94 95 97 98 100 101 103 104 106 107 119 110 112 113 115 116 118 119 121 122 124 125 127 128 130 131 133 134 136 137 139 140 142 143 145 146 148 149 151 152 154	\$71 72 74 75 77 78 80 81 83 84 86 87 89 90 92 93 95 96 98 99 101 102 104 105 107 108 110 111 113 114 116 117 119 120 122 123 125 126 128 131 132 134 135 137 138 138 139 130 131 131 132 134 135 137 138 138 139 130 130 130 130 130 130 130 130 130 130	\$60 62 63 65 66 68 69 71 72 74 75 77 78 80 81 83 84 86 87 89 90 92 93 93 95 99 101 102 104 105 1107 1108 110 1111 1131 1141 1151 126 128 129 131 131 132	The an \$50	\$39 \$40 \$42 \$43 \$45 \$46 \$48 \$49 \$51 \$52 \$54 \$55 \$57 \$58 \$60 \$61 \$63 \$64 \$66 \$67 \$79 \$70 \$73 \$75 \$78 \$79 \$100 \$102 \$103 \$105 \$105 \$105 \$105 \$105 \$105 \$105 \$105	\$31 32 33 34 36 37 39 40 42 43 45 55 57 58 60 61 63 64 66 67 72 73 75 76 78 99 91 90 99 100	\$23 24 25 26 27 28 29 30 31 32 33 34 40 42 43 45 46 48 49 51 55 57 58 60 61 63 66 67 79 79 81 82 88 89 90	\$16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 37 38 40 41 43 44 46 47 49 50 55 56 58 59 61 62 64 65 67 68 77 77 79 68 67 77 77 79 69 69 69 69	\$8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 33 34 44 46 47 49 55 55 56 66 67 68	\$1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 22 22 24 22 22 22 22 22 23 24 24 25 26 27 28 29 30 30 30 30 30 30 30 30 30 30 30 30 30	\$0000000000000000000000000000000000000
1,290 1,300 1,310 1,320 1,330 1,340 1,350 1,360 1,370 1,380 1,390	1,300 1,310 1,320 1,330 1,340 1,350 1,360 1,370 1,380 1,390 1,400	155 157 158 160 161 163 164 166 167 169 170	144 146 147 149 150 152 153 155 156 158 159	134 135 137 138 140 141 143 144 146 147 149	123 125 126 128 129 131 132 134 135 137 138	112 114 115 117 118 120 121 123 124 126 127	102 103 105 106 108 109 111 112 114 115	91 93 94 96 97 99 100 102 103 105 106	80 82 83 85 86 88 91 92 94 95	70 71 73 74 76 77 79 80 82 83 85	59 61 62 64 65 67 68 70 71 73 74	48 50 51 53 54 56 57 59 60 62 63

\$1,400 and over

Use Table 1(b) for a **MARRIED person** on page 24. Also see the instructions on page 21.

SINGLE Persons—BIWEEKLY Payroll Period

(For Wages Paid through December 2011)

And the				•	_		nholding all	•	laimed is—			
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
								be withhe				
\$ 0 105 110 115 120 125	\$105 110 115 120 125 130	\$0 3 4 4	\$0 0 0 0	\$0 0 0 0 0	\$0 0 0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0
130 135 140 145 150	135 140 145 150 155	5 5 6 7 7	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0
155 160 165 170 175 180	160 165 170 175 180 185	8 9 9 10 10	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0
185 190 195 200 205	190 195 200 205 210	11 11 12 12 13	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
210 215 220 225 230 235	215 220 225 230 235 240	13 14 14 15 15	0 0 0 1 1	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0
240 245 250 260 270 280 290	245 250 260 270 280 290 300	16 17 17 18 19 20 21	2 2 3 4 5 6 7	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0
300 310 320 330 340 350	310 320 330 340 350 360	22 23 24 25 26 27	8 9 10 11 12 13	0 0 0 0 0	0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0
360 370 380 390 400 410 420	370 380 390 400 410 420 430	28 29 30 31 32 34	14 15 16 17 18 19 20	0 1 2 3 4 5	0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
430 440 450 460 470	440 450 460 470 480	35 37 38 40 41 43	20 21 22 23 24 25 26 27	6 7 8 9 10 11	0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0 0
480 490 500 520 540 560 580	490 500 520 540 560 580 600	44 46 48 51 54 57	26 27 29 31 33 36 39	12 13 14 16 18 20 22	0 0 0 2 4 6 8	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0 0
600 620 640 660 680	620 640 660 680 700	60 63 66 69 72 75	42 45 48 51 54	24 26 28 30 32	10 12 14 16 18	0 0 0 0 2 4	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0
700 720 740 760 780	720 740 760 780 800	78 81 84 87 90	57 60 63 66 69	35 38 41 44 47	20 22 24 26 28	6 8 10 12 14	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0

Page 30 Publication 51 (2011)

SINGLE Persons—BIWEEKLY Payroll Period

(For Wages Paid through December 2011)

	e wages e-				_		December nholding all		laimed is—			
At least	But less	0	1	2	3	4	5	6	7	8	9	10
	than	1	1			nount of inc		be withhel	d is—	1		
\$800 820 840 860 880	\$820 840 860 880 900	\$93 96 99 102 105	\$72 75 78 81 84	\$50 53 56 59 62	\$30 32 35 38 41	\$16 18 20 22 24	\$2 4 6 8 10	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0
900 920 940 960 980	920 940 960 980 1,000	108 111 114 117 120	87 90 93 96 99	65 68 71 74 77	44 47 50 53 56	26 28 30 32 35	12 14 16 18 20	0 0 2 4 6	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
1,000 1,020 1,040 1,060 1,080	1,020 1,040 1,060 1,080 1,100	123 126 129 132 135	102 105 108 111 114	80 83 86 89 92 95	59 62 65 68 71	38 41 44 47 50	22 24 26 28 30	8 10 12 14 16	0 0 0 0 1	0 0 0 0	0 0 0 0	0 0 0 0
1,100 1,120 1,140 1,160 1,180 1,200	1,120 1,140 1,160 1,180 1,200 1,220	138 141 144 147 150 153	117 120 123 126 129 132	98 101 104 107 110	74 77 80 83 86 89	53 56 59 62 65 68	32 34 37 40 43	18 20 22 24 26 28	3 5 7 9 11	0 0 0 0	0 0 0 0	0 0 0 0
1,220 1,240 1,260 1,280	1,240 1,260 1,280 1,300 1,320	156 159 162 165 168	135 138 141 144 147	113 116 119 122	92 95 98 101 104	71 74 77 80 83	49 52 55 58 61	30 32 34 37 40	15 17 19 21 23	1 3 5 7 9	0 0 0	0 0 0 0
1,300 1,320 1,340 1,360 1,380	1,340 1,360 1,380 1,400	171 174 177 180	150 153 156 159	125 128 131 134 137	107 110 113 116	86 89 92 95	64 67 70 73	43 46 49 52	25 27 29 31	11 13 15 17	0 0 1 3	0 0 0 0
1,400 1,420 1,440 1,460 1,480	1,420 1,440 1,460 1,480 1,500	183 188 193 198 203	162 165 168 171 174	140 143 146 149 152	119 122 125 128 131	98 101 104 107 110	76 79 82 85 88	55 58 61 64 67	34 37 40 43 46	19 21 23 25 27	5 7 9 11 13	0 0 0 0
1,500 1,520 1,540 1,560 1,580	1,520 1,540 1,560 1,580 1,600	208 213 218 223 228	177 180 183 188 193	155 158 161 164 167	134 137 140 143 146	113 116 119 122 125	91 94 97 100 103	70 73 76 79 82	49 52 55 58 61	29 31 33 36 39	15 17 19 21 23	1 3 5 7 9
1,600 1,620 1,640 1,660 1,680	1,620 1,640 1,660 1,680 1,700	233 238 243 248 253	198 203 208 213 218	170 173 176 179 182	149 152 155 158 161	128 131 134 137 140	106 109 112 115 118	85 88 91 94 97	64 67 70 73 76	42 45 48 51 54	25 27 29 31 33	11 13 15 17 19
1,700 1,720 1,740 1,760 1,780	1,720 1,740 1,760 1,780 1,800	258 263 268 273 278	223 228 233 238 243	187 192 197 202 207	164 167 170 173 176	143 146 149 152 155	121 124 127 130 133	100 103 106 109 112	79 82 85 88 91	57 60 63 66 69	36 39 42 45 48	21 23 25 27 29
1,800 1,820 1,840 1,860 1,880	1,820 1,840 1,860 1,880 1,900	283 288 293 298 303	248 253 258 263 268	212 217 222 227 232	179 182 187 192 197	158 161 164 167 170	136 139 142 145 148	115 118 121 124 127	94 97 100 103 106	72 75 78 81 84	51 54 57 60 63	31 33 36 39 42
1,900 1,920 1,940 1,960 1,980	1,920 1,940 1,960 1,980 2,000	308 313 318 323 328	273 278 283 288 293	237 242 247 252 257	202 207 212 217 222	173 176 179 182 186	151 154 157 160 163	130 133 136 139 142	109 112 115 118 121	87 90 93 96 99	66 69 72 75 78	45 48 51 54 57
2,000 2,020 2,040 2,060 2,080	2,020 2,040 2,060 2,080 2,100	333 338 343 348 353	298 303 308 313 318	262 267 272 277 282	227 232 237 242 247	191 196 201 206 211	166 169 172 175 178	145 148 151 154 157	124 127 130 133 136	102 105 108 111 114	81 84 87 90 93	60 63 66 69 72

\$2,100 and over

Use Table 2(a) for a ${f SINGLE\ person}$ on page 24. Also see the instructions on page 21.

MARRIED Persons—BIWEEKLY Payroll Period (For Wages Paid through December 2011)

Page 32 Publication 51 (2011)

MARRIED Persons—BIWEEKLY Payroll Period

(For Wages Paid through December 2011)

	wages				Vages Paid And the nur			2011) lowances cl	laimed is—			
At least	e- But less	0	1	2	3	4	5	6	7	8	9	10
	than -	l	l.	Į.	The ar	nount of in	come tax to	be withhel	d is—		Į.	
\$1,500 1,520 1,540 1,560 1,580 1,600 1,620 1,640 1,660 1,700 1,720 1,740 1,760 1,840 1,840 1,840 1,840 1,960 1,980 2,000 2,020 2,040 2,060 2,120 2,120 2,140 2,160 2,180 2,200 2,240 2,240 2,240 2,280 2,320 2,320	\$1,520 1,540 1,540 1,560 1,580 1,600 1,620 1,640 1,660 1,700 1,740 1,760 1,780 1,800 1,800 1,800 1,800 1,920 1,940 1,940 1,960 1,980 2,000 2,020 2,040 2,060 2,040 2,100 2,140 2,160 2,180 2,200 2,220 2,240 2,260 2,280 2,200 2,220 2,240 2,280 2,320 2,320 2,320 2,340	\$148 151 154 157 160 163 166 169 172 175 178 181 184 187 190 193 196 199 202 205 208 211 214 217 220 223 226 229 232 235 241 244 247 250 259 262 265 268 271	\$127 130 133 136 139 142 145 148 151 154 157 160 163 166 169 172 175 178 181 184 187 190 193 196 199 202 205 208 211 214 217 220 223 223 223 226 229 232 235 238 241 244 247 250	\$106 109 112 115 118 121 124 127 130 133 136 139 142 145 148 151 154 157 160 163 166 169 172 175 178 181 181 184 187 190 193 196 199 200 205 208 211 214 220 223 226 229				_		\$7 9 111 13 15 17 19 21 23 25 27 29 31 33 35 37 39 41 43 45 47 49 51 55 55 57 59 61 63 65 67 70 73 76 79 82 88 88 91 94 100 90 91 91 91 91 91 91 91 91 91 91 91 91 91	\$0 0 0 0 0 1 3 5 7 9 11 13 15 17 19 21 23 225 27 29 31 33 35 37 39 41 43 45 47 49 51 55 7 7 7 9 6 6 7 7 7 7 7 7 7 7 7 7 7 7 7 7	\$0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
2,320 2,340 2,360 2,380 2,400 2,420 2,440 2,460 2,480	2,340 2,360 2,380 2,400 2,420 2,440 2,460 2,480 2,500	271 274 277 280 283 286 289 292 295	250 253 256 259 262 265 268 271 274	229 232 235 238 241 244 247 250 253	207 210 213 216 219 222 225 228 231	186 189 192 195 198 201 204 207 210	168 171 174 177 180 183 186 189	143 146 149 152 155 158 161 164 167	122 125 128 131 134 137 140 143	100 103 106 109 112 115 118 121	91 94 97 100 103	60 62 64 67 70 73 76 79 82
2,500 2,520 2,540 2,560 2,580 2,600 2,620	2,520 2,540 2,560 2,580 2,600 2,620	298 301 304 307 310 313	277 280 283 286 289 292	256 259 262 265 268 271	234 237 240 243 246 249	213 216 219 222 225 228	192 195 198 201 204 207	170 173 176 179 182 185	149 152 155 158 161 164	127 130 133 136 139	106 109 112 115 118 121	85 88 91 94 97
2,620 2,640 2,660 2,680	2,640 2,660 2,680 2,700	316 319 322 325	295 298 301 304	274 277 280 283	252 255 258 261	231 234 237 240	210 213 216 219	188 191 194 197	167 170 173 176	145 148 151 154	124 127 130 133	103 106 109 112

\$2,700 and over

Use Table 2(b) for a **MARRIED person** on page 24. Also see the instructions on page 21.

SINGLE Persons—SEMIMONTHLY Payroll Period (For Wages Paid through December 2011)

And the	wages						nholding all	lowances c	laimed is—	-		
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
					The an	nount of inc	come tax to	be withhe	ld is—			
\$ 0 115 120 125 130	\$115 120 125 130 135	\$0 3 4 4	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0	\$0 0 0	\$0 0 0
135 140 145 150	140 145 150 155	5 5 6 7	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0
155 160 165 170 175	160 165 170 175 180	7 8 8 9 9	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
180 185 190 195 200 205	185 190 195 200 205 210	10 10 11 11 12 12	0 0 0 0	0 0 0 0	0 0 0 0 0	0000000	0 0 0 0 0	0 0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
210 215 220 225 230	215 220 225 230 235	13 13 14 14 15	0 0 0 0	0 0 0	0 0 0	00000	0 0 0 0	0 0 0	0 0 0 0	0 0 0	0000	0 0 0
235 240 245 250 260	240 245 250 260 270	15 16 16 17 18	0 0 1 1	0 0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0	0 0 0	0 0 0 0
270 280 290 300 310	280 290 300 310 320	19 20 21 22 23	2 3 4 5 6 7	0 0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0	0 0 0	0 0 0 0 0
320 330 340 350 360	330 340 350 360 370	24 25 26 27 28 29	8 9 10 11 12	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0
370 380 390 400 410	380 390 400 410 420	30 31 32 33	13 14 15 16 17	0 0 0 1 2	0 0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
420 430 440 450 460	430 440 450 460 470	34 35 36 37 39	18 19 20 21 22	3 4 5 6 7	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
470 480 490 500 520 540	480 490 500 520 540	40 42 43 46 49	23 24 25 27 29	8 9 10 11 13	0 0 0 0	00000	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0	0 0 0	0 0 0 0 0
560 580 600 620 640 660 680	560 580 600 620 640 660 680 700	52 55 58 61 64 67 70 73	31 33 35 38 41 44 47 50	15 17 19 21 23 25 27 29	0 2 4 6 8 10 12 14	0 0 0 0 0 0	0 0 0 0 0	0 0 0 0 0 0 0 0	0000000	0 0 0 0 0 0	0 0 0 0 0 0 0	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
700 720 740 760 780	720 740 760 780 800	76 79 82 85 88	53 56 59 62 65	31 33 35 38 41	16 18 20 22 24	1 3 5 7 9	0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0

Page 34 Publication 51 (2011)

SINGLE Persons—SEMIMONTHLY Payroll Period

(For Wages Paid through December 2011)

	e wages e-			· · · · · · · · · · · · · · · · · · ·		through Department of with			laimed is—			
At least	But less	0	1	2	3	4	5	6	7	8	9	10
	lilaii				The an	nount of inc	ome tax to	be withhel	d is—			
\$800 \$800 \$800 \$840 \$860 \$80 \$900 \$920 \$940 \$960 \$980 1,000 1,040 1,040 1,040 1,140 1,140 1,140 1,180 1,200 1,220 1,240 1,260 1,280 1,300 1,340 1,360 1,360 1,400 1,440 1,440 1,450 1,480 1,500 1,520 1,540	But less than \$820 840 860 880 900 920 940 960 1,000 1,020 1,040 1,060 1,180 1,120 1,140 1,160 1,180 1,200 1,240 1,240 1,240 1,340 1,340 1,340 1,340 1,440 1,440 1,450 1,550 1,550 1,560	\$91 94 97 100 103 106 109 112 115 118 121 124 127 130 133 136 139 142 145 148 151 154 157 160 163 166 169 172 175 178 181 184 187 190 193 193 194 195 196 197 198 199 199 199 199 199 199 199	\$68 71 74 77 80 83 86 89 92 95 98 101 104 107 110 113 116 119 122 125 128 131 134 137 140 143 146 149 152 155 158 161 164 167 170 173 176 179	\$44 47 50 53 56 59 62 65 68 71 74 77 80 83 86 89 92 95 98 101 104 107 110 113 116 119 122 125 128 131 134 137 140 143 149 155	3 The arr \$26 28 30 32 34 36 39 42 45 57 60 63 66 69 72 75 78 81 84 87 90 93 96 99 102 105 108 111 114 117 120 123 126 129 132	sher of with 4 square should be shou	some tax to \$0 0 0 1 1 3 5 7 9 111 13 15 17 19 21 23 25 27 29 31 33 35 38 41 44 47 50 53 56 68 71 74 77 80 83 86	sowances compared to be withhele should be withhele	7 d is— \$0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	\$0 00 00 00 00 00 00 00 00 00 00 00 00 0	\$0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	\$0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
1,560 1,580 1,600 1,620 1,640 1,660 1,680 1,720 1,740 1,780 1,820 1,840 1,840 1,840 1,920 1,940 1,960 2,020 2,020 2,040 2,080 2,100 2,120	1,580 1,600 1,620 1,640 1,680 1,700 1,740 1,740 1,760 1,800 1,820 1,840 1,860 1,880 1,900 1,920 1,940 2,000 2,020 2,040 2,060 2,080 2,100 2,120 2,140	209 214 219 224 229 234 239 244 249 254 259 264 279 284 289 294 299 304 309 314 319 324 329 334 339 344	182 185 188 191 194 197 201 206 211 216 221 226 231 236 241 246 251 266 271 276 281 296 301 306 301	158 161 164 167 170 173 176 179 182 185 188 191 194 197 202 207 212 227 232 237 242 247 252 267 272	135 138 141 144 147 150 153 156 159 162 165 168 171 174 177 180 183 186 189 192 195 199 204 209 214 219 224 229 234	112 115 118 121 124 127 130 133 136 139 142 145 148 151 154 157 160 163 166 169 172 175 178 181 184 187 190	89 92 95 98 101 104 107 110 113 116 119 122 125 128 131 134 143 146 149 152 155 158 161 164 167 170	66 69 72 75 78 81 84 87 90 93 96 105 108 111 114 120 123 129 135 138 141 144 147	43 46 49 52 55 58 61 64 67 70 73 76 79 82 85 88 91 90 103 106 109 112 115 118 121	25 27 29 31 33 35 38 41 44 47 50 53 56 59 62 65 68 71 74 77 80 83 86 89 92 95 98 104	10 12 14 16 18 20 22 24 26 28 30 32 34 36 39 42 45 48 51 54 57 60 63 66 69 72 75 78 81	0 0 0 0 2 4 6 8 10 12 14 16 18 20 22 24 26 28 30 32 45 48 57

\$2,140 and over

Use Table 3(a) for a **SINGLE person** on page 24. Also see the instructions on page 21.

MARRIED Persons—SEMIMONTHLY Payroll Period (For Wages Paid through December 2011)

And the		And the number of withholding allowances claimed is—										
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
	unan				The an	nount of inc	come tax to	be withhe	ld is—			
\$ 0 330 340 350	\$330 340 350 360	\$0 1 2 3	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0
360 370 380 390	370 380 390 400	4 5 6 7	0 0 0	0 0 0 0	0 0 0 0	0 0 0	0 0 0	0 0 0	0000	0 0 0 0	0 0 0 0	0 0 0 0
400 410 420 430	410 420 430 440	8 9 10 11	0 0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0	0 0 0	0000	0 0 0 0	0 0 0	0 0 0
440 450 460 470 480	450 460 470 480 490	12 13 14 15 16	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
490 500 520 540	500 520 540 560	17 18 20 22	1 3 5 7	0 0 0 0	0 0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
560 580 600 620 640	580 600 620 640 660	24 26 28 30 32	9 11 13 15 17	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0	0 0 0
660 680 700 720	680 700 720 740	34 36 38 40	19 21 23 25	3 5 7 9	0 0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0
740 760 780 800 820	760 780 800 820 840	42 44 46 48 50	27 29 31 33 35	11 13 15 17 19	0 0 0 2 4	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
840 860 880 900	860 880 900 920	52 54 56 58	37 39 41 43	21 23 25 27	6 8 10 12	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0
920 940 960 980	940 960 980 1,000	60 62 64 66	45 47 49 51	29 31 33 35	14 16 18 20	0 0 2 4	0 0 0	0 0 0	0000	0 0 0 0	0 0 0	0 0 0
1,000 1,020 1,040 1,060 1,080	1,020 1,040 1,060 1,080 1,100	68 70 73 76 79	53 55 57 59 61	37 39 41 43 45	22 24 26 28 30	6 8 10 12 14	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0
1,100 1,120 1,140 1,160 1,180	1,120 1,140 1,160 1,180 1,200	82 85 88 91 94	63 65 67 69 71	47 49 51 53 55	32 34 36 38 40	16 18 20 22 24	1 3 5 7 9	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
1,200 1,220 1,240 1,260 1,280	1,220 1,240 1,260 1,280 1,300	97 100 103 106 109	74 77 80 83 86	57 59 61 63 65	42 44 46 48 50	26 28 30 32 34	11 13 15 17 19	0 0 0 2 4	0 0 0 0	0 0 0 0	0 0 0	0 0 0 0
1,300 1,320 1,340 1,360 1,380	1,300 1,320 1,340 1,360 1,380 1,400	112 115 118 121 124	89 92 95 98 101	67 69 71 74 77	52 54 56 58 60	36 38 40 42 44	21 23 25 27 29	6 8 10 12 14	00000	0 0 0 0	0 0 0	0 0 0 0
1,400 1,420 1,440 1,460 1,480	1,400 1,420 1,440 1,460 1,480 1,500	127 130 133	101 104 107 110 113 116	80 83 86 89 92	62 64 66 68 70	44 46 48 50 52 54	31 33 35 37 39	16 18 20	0 2 4 6 8	0 0 0 0	0 0 0 0	0 0 0 0

Page 36 Publication 51 (2011)

MARRIED Persons—SEMIMONTHLY Payroll Period

(For Wages Paid through December 2011)

And the	e wages				_	through D nber of with			aimed is—			
are	e-	_			ind the num	ibei oi witii	noiding and		alliled is—			
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
\$1,500	\$1,520	\$142	\$119	\$95		nount of inc	s41	\$26	s is— \$10	\$0	\$0	<u> </u>
1,520	1,540	145	122	98	\$72 75	\$56 58	43	28	12	0	0	\$0 0
1,540 1,560	1,560 1,580	148 151	125 128	101 104	78 81	60 62	45 47	30 32	14 16	0	0	0 0
1,580 1,600	1,600 1,620	154 157	131 134	107 110	84 87	64 66	49 51	34 36	18 20	3 5	0	0
1,620 1,640	1,640 1,660	160 163	137 140	113 116	90 93	68 70	53 55	38 40	22 24	7 9	0	Ö
1,660	1,680	166	143	119	96	73	57	42	26	11	0	0 0 0 0
1,680 1,700	1,700 1,720	169 172	146 149	122 125	99 102	76 79	59 61	44 46	28 30	13 15	0	
1,720 1,740	1,740 1,760	175 178	152 155	128 131	105 108	82 85	63 65	48 50	32 34	17 19	1	0 0 0
1,760 1,780	1,780 1,800	181 184	158 161	134 137	111 114	88 91	67 69	52 54	36 38	21 23	3 5 7	0
1.800	1,820	187	164	140	117	94	71	56	40		9	
1,820 1,840	1,840 1,860	190 193	167 170	143 146	120 123	97 100	74 77	58 60	42 44	25 27 29 31	11 13	0
1,860 1,880	1,880 1,900	196 199	173 176	149 152	126 129	103 106	80 83	62 64	46 48	31 33	15 17	0 0 0 0 2
1,900 1,920	1,920 1,940	202 205	179 182	155 158	132 135	109 112	86 89	66 68	50 52	35 37	19 21	
1,940	1,960	208	185	161	138	115	92 95	70	54	39	23	4 6 8 10 12
1,960 1,980	1,980 2,000	211 214	188 191	164 167	141 144	118 121	98	72 75	56 58	41 43	25 27	
2,000 2,020	2,020 2,040	217 220	194 197	170 173	147 150	124 127	101 104	78 81	60 62	45 47	29 31	14 16
2,040 2,060	2,060 2,080	223 226	200 203	176 179	153 156	130 133	107 110	84 87	64 66	49 51	33 35	18
2,080	2,100	229	206	182	159	136	113	90	68	53	37	20 22
2,100 2,120	2,120 2,140	232 235	209 212	185 188	162 165	139 142	116 119	93 96	70 73	55 57	39 41	24 26 28 30 32
2,140 2,160	2,160 2,180	238 241	215 218	191 194	168 171	145 148	122 125	99 102	76 79	59 61	43 45	28 30
2,180 2,200	2,200 2,220	244 247	221 224	197 200	174 177	151 154	128 131	105 108	82 85	63 65	47 49	
2,220 2,240	2,240	250 253	227 230	203 206	180 183	157 160	134 137	111 114	88 91	67 69	51 53	34 36
2,260	2,260 2,280	256	233	209	186	163	140	117	94	71	55	38 40 42
2,280 2,300	2,300 2,320	259 262	236 239	212 215	189 192	166 169	143 146	120 123	97 100	74 77	57 59	42 44 46
2,320 2,340	2,340 2,360	265 268	242 245	218 221	195 198	172 175	149 152	126 129	103 106	80 83	61 63	46 48
2,360 2,380	2,380 2,400	271 274	248 251	224 227	201 204	178 181	155 158	132 135	109 112	86 89	65 67	48 50 52
2,400	2,420	277	254	230	207	184	161	138	115	92	69	54
2,420 2,440	2,440 2,460	280 283	257 260	233 236	210 213	187 190	164 167	141 144	118 121	95 98	72 75	56 58 60
2,460 2,480	2,480 2,500	286 289	263 266	239 242	216 219	193 196	170 173	147 150	124 127	101 104	78 81	60 62
2,500	2,520 2,540	292 295	269	245 248	222 225	199 202	176 179	153 156	130 133	107 110	84 87	64 66
2,540	2,540 2,560 2,580	298	272 275 278	251	228	205	182	159 162	136	113	90	66 68
2,500 2,520 2,540 2,560 2,580	2,600	301 304	281	254 257	231 234	208 211	185 188	165	139 142	116 119	93 96	70 72
2,600 2,620 2,640 2,660 2,680	2,620 2,640	307 310	284 287	260 263	237 240	214 217	191 194	168 171	145 148	122 125	99 102	75 78
2,640 2,660	2,660 2,680	313	287 290 293	266 269	243 246	220 223	197 200	174 177	151 154	128 131	105 108	81
2,680	2,700	316 319	293 296	272	249	226	203	180	157	134	111	84 87
2,700 2,720	2,720 2,740	322 325	299 302	275 278	252 255	229 232	206 209	183 186	160 163	137 140	114 117	90 93

\$2,740 and over

Use Table 3(b) for a MARRIED person on page 24. Also see the instructions on page 21.

SINGLE Persons—MONTHLY Payroll Period (For Wages Paid through December 2011)

And the		And the number of withholding allowances claimed is—										
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
								be withhe				
\$ 0 220 230 240	\$220 230 240 250	\$0 5 6 7	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0	\$0 0 0
250 260 270 280 290	260 270 280 290 300	8 9 10 11 12	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0 0	00000	0 0 0 0	0 0 0 0	0 0 0 0
300 320 340 360	320 340 360 380	14 16 18 20	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0
380 400 420 440 460	400 420 440 460 480	22 24 26 28 30	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0
480 500 520 540	500 520 540 560	32 34 36 38	1 3 5 7	0 0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
560 580 600 640	580 600 640 680	40 42 45 49	9 11 14 18	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0
680 720 760 800 840	720 760 800 840 880	53 57 61 65 69	22 26 30 34 38	0 0 0 3 7	0 0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
880 920 960 1,000	920 960 1,000 1,040	73 79 85 91	42 46 50 54	11 15 19 23	0 0 0	0 0 0	0 0	0 0 0	0000	0 0	0 0 0	0 0 0
1,040 1,080 1,120 1,160	1,080 1,120 1,160 1,200	97 103 109 115	58 62 66 70	27 31 35 39	0 0 4 8	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0	0 0 0 0	0 0 0
1,200 1,240 1,280 1,320 1,360	1,240 1,280 1,320 1,360 1,400	121 127 133 139 145	75 81 87 93 99	43 47 51 55 59	12 16 20 24 28	0 0 0	0 0 0 0	0 0 0 0	00000	0 0 0 0	0 0 0 0	0 0 0 0
1,400 1,440 1,480 1,520	1,440 1,480 1,520 1,560	151 157 163 169	105 111 117 123	63 67 71 77	32 36 40 44	1 5 9 13	0 0 0	0 0 0	0000	0 0 0	0 0 0	0 0 0
1,560 1,600 1,640 1,680 1,720	1,600 1,640 1,680 1,720 1,760	175 181 187 193 199	129 135 141 147 153	83 89 95 101 107	48 52 56 60 64	17 21 25 29 33	0 0 0 0 2	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
1,760 1,800 1,840 1,880 1,920 1,960	1,800 1,840 1,880 1,920	205 211 217 223	159 165 171 177	113 119 125 131	68 73 79 85	37 41 45 49	6 10 14 18	0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
1,920 1,960 2,000 2,040 2,080 2,120	1,960 2,000 2,040 2,080 2,120	229 235 241 247 253	183 189 195 201 207	137 143 149 155 161	91 97 103 109 115	53 57 61 65 69	22 26 30 34 38	0 0 0 4 8	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0 0
2,160	2,160 2,200 2,240 2,280	253 259 265 271 277	213 219 225 231	167 173 179 185	121 127 133 139	74 80 86 92	42 46 50 54	12 16 20 24	0 0 0	0 0 0	0 0 0	
2,200 2,240 2,280 2,320 2,360	2,320 2,360 2,400	283 289 295	237 243 249	191 197 203	145 151 157	98 104 110	58 62 66	28	0 1 5	0 0 0	0 0 0	0 0 0 0

Page 38 Publication 51 (2011)

SINGLE Persons—MONTHLY Payroll Period

(For Wages Paid through December 2011)

	e wages			•	ages Paid nd the num			owances cl	aimed is—			
At least	But less	0	1	2	3	4	5	6	7	8	9	10
	lilaii					nount of inc	ome tax to	be withhel	d is—			
At least \$2,400 2,440 2,440 2,480 2,520 2,560 2,660 2,640 2,680 2,720 2,760 2,840 2,880 2,920 3,000 3,040 3,080 3,120 3,160 3,240 3,280 3,360 3,400 3,480 3,520 3,560 3,660 3,660 3,660 3,660 3,720 3,760 3,880 3,840	But less than \$2,440 2,480 2,520 2,560 2,640 2,680 2,720 2,760 2,800 2,840 2,880 2,920 2,960 3,000 3,040 3,080 3,120 3,160 3,280 3,320 3,360 3,400 3,440 3,480 3,520 3,560 3,680 3,680 3,720 3,760 3,880 3,920	\$301 307 313 319 325 331 337 349 355 361 367 373 379 385 391 398 408 418 428 438 448 458 468 478 488 498 508 518 508 518 558 568 578 598 608	\$255 261 267 273 279 285 291 297 303 309 315 321 327 333 339 345 351 357 363 369 375 381 387 393 401 411 421 431 441 451 461 471 481 491 501 501 501 501	\$209 215 221 227 233 239 245 251 257 263 269 275 281 287 293 299 305 311 317 323 329 335 341 347 353 359 365 371 377 383 389 395 404 414 424 434 444 454	3 The am \$163 169 175 181 187 193 199 205 211 217 223 229 235 241 247 253 259 265 271 277 283 289 295 301 307 313 319 325 331 337 343 349 355 361 367 373 379 385	4 nount of inc \$116 122 128 134 140 146 152 158 164 170 176 182 188 194 200 206 212 218 224 230 236 242 248 254 260 266 272 278 284 290 296 302 308 314 320 326 332 338	5 some tax to 76 822 88 94 100 106 112 118 124 130 136 142 148 154 160 166 172 178 184 190 202 208 214 220 228 234 240 250 256 262 268 274 280 286 274 280 286	6 \$40 44 48 52 56 60 64 68 72 78 84 90 96 102 108 114 120 126 132 138 144 150 156 162 168 174 180 186 192 198 204 210 216 222 228 234 240 246	7 d is— \$9 13 17 21 25 29 33 37 41 45 49 53 57 61 65 69 74 80 86 92 98 104 110 116 122 128 134 140 146 152 158 164 170 176 182 188 194 200	\$0 0 0 0 0 0 0 0 2 6 10 14 18 22 26 30 34 38 42 46 50 54 58 66 70 75 81 87 99 105 111 117 123 129 135 141 147 153	\$0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	\$0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
3,920 3,960 4,000 4,040 4,120 4,160 4,240 4,280 4,320 4,360 4,440 4,480 4,520 4,560 4,660 4,640 4,720 4,760 4,880 4,880 4,890 5,000 5,040	3,960 4,000 4,040 4,080 4,120 4,160 4,280 4,280 4,320 4,360 4,440 4,480 4,520 4,560 4,680 4,720 4,760 4,760 4,880 4,840 4,880 4,920 5,000 5,080	618 628 638 648 658 668 668 678 688 718 728 738 748 758 768 778 788 808 818 828 838 848 858 868 878	531 541 551 561 571 581 591 601 611 621 631 641 651 661 701 711 731 741 751 761 771 781 801 811 821	464 474 484 494 504 514 524 534 554 564 574 584 604 614 624 634 644 664 674 684 704 714 724 734	391 397 407 417 427 437 447 457 467 477 487 497 507 517 527 537 547 557 567 577 587 567 577 607 617 627 637 647	344 350 356 362 368 374 380 386 392 400 410 420 430 440 450 460 470 480 490 500 510 520 530 550 560 570 580 590	298 304 310 316 322 328 340 346 352 358 376 382 388 413 423 443 443 443 443 443 453 463 473 483 503 513	252 258 264 270 276 282 288 294 300 306 312 318 324 330 336 342 348 354 360 366 372 378 384 390 396 406 416	206 212 218 224 230 236 242 248 254 260 266 272 278 284 290 302 308 314 320 326 332 338 344 350 356 362 362	159 165 171 177 183 189 195 201 207 213 219 225 231 237 243 249 255 261 267 273 279 285 291 297 303 309 315 327	103 119 125 131 137 143 149 155 161 167 173 179 185 191 197 203 209 215 221 227 233 239 245 251 257 263 269 275 281	103 109 115 121 127 133 139 145 151 157 163 169 175 181 187 193 205 211 217 223 229

\$5,080 and over

Use Table 4(a) for a **SINGLE person** on page 24. Also see the instructions on page 21.

MARRIED Persons—MONTHLY Payroll Period (For Wages Paid through December 2011)

And the		And the number of withholding allowances claimed is—										
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
								be withhe				
\$ 0 680 720 760 800	\$680 720 760 800 840	\$0 4 8 12 16	\$0 0 0 0	\$0 0 0 0	\$0 0 0 0	0 0000	\$0 0 0 0	\$0 0 0 0	00000	\$0 0 0 0	\$0000	\$0 0 0 0
840 880 920 960 1,000	880 920 960 1,000 1,040	20 24 28 32 36	0 0 0 1 5	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
1,040 1,080 1,120 1,160 1,200	1,080 1,120 1,160 1,200 1,240	40 44 48 52 56	9 13 17 21 25	0 0 0 0	0 0 0 0	0000	0 0 0 0	0 0 0 0	0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
1,240 1,280 1,320 1,360 1,400	1,280 1,320 1,360 1,400 1,440	60 64 68 72 76 80	29 33 37 41 45 49	0 3 7 11 15	0 0 0 0	0000	0 0 0 0 0	0 0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
1,440 1,480 1,520 1,560 1,600 1,640	1,480 1,520 1,560 1,600 1,640 1,680	84 88 92 96 100	53 57 61 65 69	19 23 27 31 35 39	0 0 0 0 4 8	000000	0 0 0 0	0 0 0	0000	0 0 0 0	0 0 0	0 0 0
1,680 1,720 1,760 1,800 1,840	1,720 1,760 1,800 1,840 1,880	104 108 112 116 120	73 77 81 85 89	43 47 51 55 59	12 16 20 24 28	00000	0 0 0 0	0 0 0	0000	0 0 0	0 0 0	0 0 0
1,880 1,920 1,960 2,000 2,040	1,920 1,960 2,000 2,040 2,080	124 128 132 136 140	93 97 101 105 109	63 67 71 75 79	32 36 40 44 48	1 5 9 13 17	0 0 0 0	0 0 0	0000	0 0 0	0 0 0	0 0 0 0
2,080 2,120 2,160 2,200 2,240	2,120 2,160 2,200 2,240 2,280	145 151 157 163 169	113 117 121 125 129	83 87 91 95 99	52 56 60 64 68	21 25 29 33 37	0 0 0 2 6	0 0 0 0	0 0 0	0 0 0 0	0 0 0	0 0 0 0
2,280 2,320 2,360 2 400	2,320 2,360 2,400 2,440 2,480	175 181 187 193 199	133 137 141 147 153	103 107 111 115 119	72 76 80 84 88	41 45 49 53 57	10 14 18 22 26	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
2,440 2,480 2,520 2,560 2,600 2,640	2,520 2,560 2,600 2,640 2,680	205 211 217 223 229	159 165 171 177 183	123 127 131 135 139	92 96 100 104 108	61 65 69 73 77	30 34 38 42 46	0 3 7 11 15	0 0 0 0	0 0 0 0	0 0 0 0	0 0 0 0
2,640 2,680 2,720 2,760 2,800 2,840	2,680 2,720 2,760 2,800 2,840 2,880	235 241 247 253 259	189 195 201 207 213 219	143 149 155 161 167	112 116 120 124 128	81 85 89 93 97	50 54 58 62 66	19 23 27 31 35 39	0 0 0 4	0 0 0 0	0 0 0	0 0 0 0 0
2,800 2,840 2,880 2,920 2,960 3,000 3,040 3,080 3,120 3,160	2,920 2,960 3,000 3,040 3,080 3,120 3,160	265 271 277 283 289 295 301	225 231 237 243 249	173 179 185 191 197 203 209 215	132 136 140 145 151 157 163	101 105 109 113 117 121 125	70 74 78 82 86 90 94	39 43 47 51 55 59 63	8 12 16 20 24 28 32	0 0 0 0	0 0 0 0 0	0 0 0 0 0 0
3,160 3,200 3,240 3,280 3,320 3,360	3,200 3,240 3,280 3,320 3,360 3,400	307	255 261 267 273 279 285 291	209 215 221 227 233 239 245	169 175 181 187 193 199	129 133 137 141 146 152	98 102 106 110 114 118	67 71 75 79	36 40 44 48	2 6 10 14 18 22 26	0 0 0 0 0	0 0 0 0 0

Page 40 Publication 51 (2011)

MARRIED Persons—MONTHLY Payroll Period

(For Wages Paid through December 2011)

A l . ll						through I		•				
And the are				Д	and the nur	nber of with	iholding all	owances cl	aimed is—			
At least	But less	0	1	2	3	4	5	6	7	8	9	10
	than				The an	nount of ind	come tax to	be withhel	d is—			
\$3,400 3,440	\$3,440 3,480	\$343 349	\$297 303	\$251 257	\$205 211	\$158 164	\$122 126	\$91 95	\$60 64	\$30 34	\$0 3	\$0 0 0 0
3,480	3,520	355	309	263	217	170	130	99	68	38	7	Ö
3,520 3,560	3,560 3,600	361 367	315 321	269 275	223 229	176 182	134 138	103 107	72 76	42 46	11 15	0
3,600 3,640	3,640 3,680	373 379	327 333	281 287	235 241	188 194	142 148	111 115	80 84	50 54	19 23	0
3,680 3,720	3,720 3,760	385 391	339 345	293 299	247 253	200 206	154 160	119 123	88 92	58 62	27 31	0 0 0 0 4
3,760	3,800	397	351	305	259	212	166	127	96	66	35	4
3,800 3,840	3,840 3,880	403 409	357 363	311 317	265 271	218 224	172 178	131 135	100 104	70 74	39 43	8 12 16
3,880 3,920	3,920 3,960	415 421	369 375	323 329	277 283	230 236	184 190	139 144	108 112	78 82	47 51	16 20
3,960	4,000	427	381	335	289	242	196	150	116	86	55	24
4,000 4,040	4,040 4,080	433 439	387 393	341 347	295 301	248 254	202 208	156 162	120 124	90 94	59 63	28 32 36 40 44
4,080 4,120	4,120 4,160	445 451	399 405	353 359	307 313	260 266	214 220	168 174	128 132	98 102	67 71	36 40
4,160 4,200	4,200 4,240	457 463	411 417	365 371	319 325	272 278	226 232	180 186	136 140	106 110	75 79	
4,240	4,280	469	423	377	331	284	238	192	146	114	83	48 52
4,280 4,320	4,320 4,360	475 481	429 435	383 389	337 343	290 296	244 250	198 204	152 158	118 122	87 91	56 60 64
4,360 4,400	4,400 4,440	487 493	441 447	395 401	349 355	302 308	256 262	210 216	164 170	126 130	95 99	
4,440 4,480	4,480 4,520	499 505	453 459	407 413	361 367	314 320	268 274	222 228	176 182	134 138	103 107	68 72 76
4,520 4,560	4,560 4,600	511 517	465 471	419 425	373 379	326 332	280 286	234 240	188 194	142 147	111 115	76 80 84
4,600	4,640	523	477	431	385	338	292	246	200	153	119	
4,640 4,680	4,680 4,720	529 535	483 489	437 443	391 397	344 350	298 304	252 258	206 212	159 165	123 127	88 92 96
4,720 4,760	4,760 4,800	541 547	495 501	449 455	403 409	356 362	310 316	264 270	218 224	171 177	131 135	100 104
4,800	4,840	553	507	461	415	368	322	276	230	183	139	108
4,840 4,880	4,880 4,920	559 565	513 519	467 473	421 427	374 380	328 334	282 288	236 242	189 195	143 149	112 116
4,920 4,960	4,960 5,000	571 577	525 531	479 485	433 439	386 392	340 346	294 300	248 254	201 207	155 161	120 124
5,000 5,040	5,040 5,080	583 589	537 543	491 497	445 451	398 404	352 358	306 312	260 266	213 219	167 173	128 132
5,080 5,120	5,120 5,160	595 601	549 555	503 509	457 463	410 416	364 370	318 324	272 278	225 231	179 185	136 140
5,160	5,200	607	561	515	469	422	376	330	284	237	191	145
5,200 5,240	5,240 5,280	613 619	567 573	521 527	475 481	428 434	382 388	336 342	290 296	243 249	197 203	151 157
5,280 5,320	5,320 5,360	625 631	579 585	533 539	487 493	440 446	394 400	348 354	302 308	255 261	209 215	163 169 175
5,360	5,400	637	591	545	499	452	406	360	314	267	221	
5,400 5,440	5,440 5,480 5,520	643 649	597 603 609	551 557 563	505 511	458 464	412 418	366 372	320 326	273 279 285	227 233	181 187 193
5,440 5,480 5,520 5,560	5,560	655 661	615	569	517 523	470 476	424 430	378 384	332 338	291	239 245	199
5,560 5 600	5,600 5,640	667 673	621 627	575 581	529 535	482 488	436 442	390 396	344 350	297 303	251 257	205 211
5,600 5,640 5,680 5,720 5,760	5,680	679	633	587 593	541	494	448	402	356	309	263	217
5,720	5,720 5,760	685 691	639 645	599	547 553	500 506	454 460	408 414	362 368	315 321	269 275	223 229
5,760 5,800	5,800 5,840	697 703	651 657	605 611	559 565	512 518	466 472	420 426	374 380	327 333	281 287	235 241
5,840	5,880	709	663	617	571	524	478	432	386	339	293	247

\$5,880 and over

Use Table 4(b) for a **MARRIED person** on page 24. Also see the instructions on page 21.

SINGLE Persons—DAILY Payroll Period

(For Wages Paid through December 2011)

	wages -			A	nd the nun		nholding all	•	laimed is—			
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
					The an	nount of inc	come tax to	be withhel	ld is—			
	But less	0 \$0 1 1 1 1 1 1 2 2 2 3 3 3 4 4 4 5 5 5 6 6 7 7 7 8 8 9 9 10 10 11 11 12 13 13 14 14 14 15 16 16 16 17 17 18 18 18 18 18 18 18 18 18 18	1 \$0 0 0 0 0 0 1 1 1 1 2 2 2 2 3 3 3 4 4 4 5 5 6 6 6 7 7 7 8 8 9 9 10 11 11 12 12 13 13 14 14 15 15 16 16 16 16 17 17 18 18 18 18 18 18 18 18 18 18		3	nber of with	nholding all	owances c	7		9 \$00000 00000 00000 00000 00000 00000 0000	\$0000000000000000000000000000000000000

Page 42

SINGLE Persons—DAILY Payroll Period

(For Wages Paid through December 2011)

	And the wages are — (For Wages Paid through December 2011) And the number of withholding allowances claimed is —											
At least	But less	0	1	2	3	4	5	6	7	8	9	10
	than	<u> </u>		l.	The an	nount of ind	come tax to	be withhel	d is—	L	I_	
\$222 225 228 231 234 237	\$225 228 231 234 237 240	\$39 40 40 41 42 43	\$35 36 37 38 38 39	\$32 33 33 34 35 36	\$28 29 30 31 31 32	\$25 25 26 27 28 28	\$21 22 23 23 24 25	\$18 18 19 20 21 21	\$16 16 17 17 18 18	\$14 14 15 15 15 16	\$11 12 12 13 13	\$9 10 10 11 11
240 243 246 249 252	243 246 249 252 255	43 44 45 46 46	40 41 41 42 43	36 37 38 39 39	33 34 34 35 36	29 30 31 31	26 26 27 28	22 23 24 24 25	19 19 20 21	16 17 17 18 18	14 15 15 16 16	12 12 12 13 13
255 258 261 264 267	258 261 264 267 270	47 48 49 49 50	44 44 45 46 47	40 41 42 42 43	37 37 38 39 40	33 34 34 35 36	29 29 30 31 32 32	26 27 27 28 29	22 23 24 25 25	19 19 20 21 22 22	16 17 17 18 18	14 14 15 15 16 16
270 273 276 279 282 285	273 276 279 282 285 288	51 52 52 53 54 55	47 48 49 50 50 51	44 45 45 46 47 48	40 41 42 43 43 44	37 37 38 39 40 40	33 34 35 35 36 37	30 30 31 32 33 33	26 27 28 28 29 30	22 23 24 25 25 25	19 20 20 21 22 23	17 17 17 18 18 19
288 291 294 297 300	291 294 297 300 303	55 56 57 58 58	52 53 53 54 55	48 49 50 51 51	45 46 46 47 48	41 42 43 43 44	38 38 39 40 41	34 35 36 36 37	31 31 32 33 34	27 28 28 29 30	23 24 25 26 26	20 21 21 22 23
303 306 309 312 315 318	306 309 312 315 318 321	59 60 61 61 62 63	56 56 57 58 59 59	52 53 54 54 55	49 49 50 51 52	45 46 46 47 48 49	41 42 43 44 44 45	38 39 39 40 41	34 35 36 37 37 38	31 31 32 33 34 34	27 28 29 29 30 31	24 24 25 26 27
321 324 327 330 333	324 327 330 333 336	64 64 65 66 67	60 61 62 62 63	56 57 57 58 59 60	52 53 54 55 55 55	49 50 51 52 52	46 47 47 48 49	42 42 43 44 45 45	39 40 40 41 42	35 36 37 37 38	32 32 33 34 35	27 28 29 30 30 31
336 339 341 343 345 347	339 341 343 345 347 349	68 68 69 70 70 71	64 65 65 66 66 67	60 61 61 62 62 63	57 57 58 58 59 59	53 54 54 55 55 56	50 50 51 51 52 52	46 47 47 48 48 49	43 43 44 44 45 45	39 40 40 41 41 42	35 36 37 37 38 38	31 32 33 33 34 34 35
349 351 353 355 357 359	351 353 355 357 359 361	71 72 72 73 73 74	67 68 68 69 69 70	63 64 64 65 65 66	60 60 61 61 62 62	56 57 57 58 58 59	53 53 54 54 55 55	49 50 50 51 51 52	46 46 47 47 48 48	42 43 43 44 44 45	39 39 40 40 41 41	35 36 36 37 37 38
361 363 365 367 369	363 365 367 369 371 373	75 75 76 76 77 77	71 71 72 72 73 73	67 67 68 68 69 69	63 64 64 65 65	59 60 60 61 61 62	56 56 57 57 58 58	52 53 53 54 54 55	49 49 50 50 51 51	45 46 46 47 47 48	42 42 43 43 44 44	38 39 39 40 40
371 373 375 377 379 381 383 385	373 375 377 379 381 383 385	78 78 79 80 80 81	74 74 75 76 76 77	70 70 71 72 72 73	66 67 67 68 68 69	62 62 63 63 64 64 65	58 59 59 60 60 61 61	55 56 56 57 57 58	52 52 53 53 54 54	48 49 49 50 50 51	45 45 46 46 47 47	41 42 42 43
385 387 389	387	81	77 78 78	73 74 74	69 70 70	65 66 66	62 62 63	58	55 55 56	51 52 52	48 48 49	43 44 44 45 45

\$391 and over

Use Table 8(a) for a SINGLE person on page 25. Also see the instructions on page 21.

MARRIED Persons—DAILY Payroll Period

(For Wages Paid through December 2011)

MARRIED Persons—DAILY Payroll Period

(For Wages Paid through December 2011)

A I II		(For Wages Paid through December 2011) ages And the number of withholding allowances claimed is—										
And the				Α	na tne nun	nber of with	inolding allo	owances ci	aimed is—			
At least	But less than	0	1	2	3	4	5	6	7	8	9	10
							ome tax to					
\$246 249	\$249 252	\$29 30	\$27 28	\$25 25	\$23 23	\$21 21	\$19 19	\$16 17	\$14 15	\$12 13	\$10 11	\$8 8 9 9
252 255	255 258	30 31	28 29	26 26	24 24	22 22	20 20	17	15	13 14	11 11	9
258	261	31	29	27	25	23	20	18 18	16 16	14	12	
261 264	264 267	32 32	29 30	27 28	25 26	23 23	21 21	19 19	17 17	14 15	12 13	10 11
267 270	270 273	32 33	30 31	28	26 26	24 24	22 22	20 20	18 18	15 16	13 14	11 12
273	276	33	31	29 29	27	25	23	21	18	16	14	12
276 279	279 282	34 34 35	32 32	30 30	27 28	25 26	23 24	21 21	19 19	17 17	15 15	12 13 13
282 285	285 288	35	33 33	30 31	28 29	26 27	24 24	22 22	20 20	18 18	15 16	14
288 291	291 294	36 36	33 34	31 32	29 30	27 28	25	23 23	21 21	19 19	16 17	14
294	297	36 37	34 35	32 33	30 31	28	25 26	24	22 22	19 20	17	15 15
297 300	300 303	38	35	33	31	28 29 29	26 27	24 25 25	22 22 23	20	18 18	16 16 17
303 306	306 309	39 39	36 36	34 34	31 32	30	27 28	25	23	21 21	19 19	17
309 312	312 315	40 41	37 37	34 35	32	30 31	28 28 29	26 26	24 24	21 22 22	20 20	17 18
315 318	318 321	42 42	38 39	35 36	33 33 34	31 32	29 29	27 27	25 25	23 23	20 21	18 19
321	324	43	40	36	34	32 32	30	28 28	26	23 24	21 22	19 20
324 327	327 330	44 45	40 41	37 38	35 35 35	32 33 33	30 31	29	26 27	24 24 25	22	20 20 21
330 333	333 336	45 46	42 43	38 39	35 36	33 34	31 32	29 30	27 27	25 25	23 23	21 21
336 339	339 341	47 48	43 44	40 40	36 37	34 35	32 33	30 30	28 28	26 26	24 24	21 22
341 343	343 345	48 49	45 45	41 41	37 38	35 35	33 33	31 31	29 29	26 26 27	24 25	22 22 22 22 23
345	347	49	46	42	38	36	33	31	29	27	25	23
347 349	349 351	50 50	46 47	42 43	39 39	36 36	34 34	32 32	29 30	27 28	25 25	23 23 24
351 353	353 355	51 51	47 48	43 44	40 40	36 37	34 35	32 32	30 30	28 28 28	26 26	24 24 24
355 357	357 359	52 52	48 49	44 45	41 41	37 38	35 35	33 33	31 31	28 29	26 27	
359 361	361 363	53 53	49 50	45 46	42	38 39	36 36	33 34	31 32	29 29	27 27 27	25 25 25 25
363	365	54	50	46	42 43	39	36	34	32 32 32	30	28	25 25 26
365 367	367 369	54 55	51 51	47 47	43 44	40 40	36 37	34 35	32	30 30	28 28	_
369	371	55	52 52	48 48	44 45	41 41	37	35 35 35 35	33 33 33	31 31	28	26 27
371 373 375	373 375 377	56 56 57	52 52 53 53	49 49	45 46	42 42	38 38 39	35 36	33 34	31 31	29 29 29	26 26 27 27 27
377	379	57	54	50	46	43	39 40	36	34		30	
379 381 383	381 383	58 58 59	54 55	50 51	47 47	43 44	40	36 37	34 35 35	32 32	30 30	28 28
385	385 387	59 59	55 56	51 52	48 48	44 45	41 41	37 38	35 35	32 32 32 33 33	31 31	28 28 28 28 29
387 389 391	389	60 60	56 57 57	52	49	45 46	42 42	38	35	33 34	31	29 20
391	391 393	61	57	53 53	49 50 50	46 47	43 43	39 39 40	36 36	34	31 32	29 29 30 30 30
393 395	395 397	61 62	58 58	54 54	51	47	44	40	36 37	34 34	32 32	
397 399	399 401	62 63	59 59	55 55	51 52	48 48	44 45	41 41	37 38	35 35	33 33	31 31

\$401 and over

Use Table 8(b) for a **MARRIED person** on page 25. Also see the instructions on page 21.



To help us develop a more useful index, please let us know if you have ideas for index entries. See "Comments and Suggestions" in the "Introduction" for the ways you can reach us.

A Alien workers	Federal unemployment (FUTA) taxes 19 Forms: 843 19	Q Qualified subchapter S subsidiaries (QSubs)
C COBRA premium assistance credit	940	R Reconciling Forms W-2, W-3, and 943
D Deposit: Penalties	H Household employees: Employment tax withholding 9 Husband-wife business 8	S Social security and Medicare withholding
Differential wage payments 2 Disregarded entities 2 E Electronic deposits 16	Income tax withholding: How to figure	T Taxpayer Advocate
Electronic payment 2 Electronic reporting 5 Employee defined 8 Employer identification number 6	Who must withhold	U Unresolved tax issues (Contacting your Taxpayer Advocate) 3
Employers of farmworkers 8 Exemption from withholding 11	N Noncash wages 9	Withholding: Income tax
Farmworkers: Crew leaders 8 Defined 8	P Penalties	Supplemental wages 13

Page 46 Publication 51 (2011)

Department of the Treasury Internal Revenue Service Ogden, UT 84201

Deliver to Payroll Department

PRSRT STD

Postage and Fees Paid Internal Revenue Service

Permit No. G-48

Official Business

Penalty for Private Use \$300

Postmaster: Deliver Immediately

Quick and Easy Access to IRS Tax Help and Tax Products



Internet

You can access IRS.gov 24 hours a day, 7 days a week, at:

- Access commercial tax preparation and e-file services available free to eligible taxpayers;
- Download forms, instructions, and publications;
- Order IRS products online;
- Research your tax questions online;
- Search publications online by topic or keyword;
- Send us comments or request help by email; and
- Sign up to receive local and national tax news by email.



Mail

Send your order for tax products to: Internal Revenue Service 1201 N. Mitsubishi Motorway Bloomington, IL 61705-6613

You should receive your products within 10 days after we receive your order.



Phone

Order current year forms, instructions, and publications and prior year forms and instructions by calling 1-800-TAX-FORM (1-800-829-3676). If you have access to TTY/TDD equipment, call 1-800-829-4059 to ask tax questions or to order forms and publications. You should receive your order within 10 working days.



Walk-In

You can walk in to many post offices, libraries, and IRS offices to pick up certain forms, instructions, and publications. Some IRS offices, libraries, grocery stores, copy centers, city and county offices, credit unions, and office supply stores have a collection of products available to print from a CD or photocopy from reproducible proofs. Also, some IRS offices and libraries have the Internal Revenue Code, regulations, Internal Revenue Bulletins, and Cumulative Bulletins available for research purposes.



DVD For Tax Products

You can order Publication 1796, IRS Tax Products DVD, and obtain:

- Current-year forms, instructions, and publications.
- Prior-year forms, instructions, and publications.
- Tax Map: an electronic research tool and finding aid.
- Tax law frequently asked questions.
- Tax Topics from the IRS telephone response system.
- Internal Revenue Code Title 26 of the U.S. Code.
- Fill-in, print, and save features for most tax forms.
- Internal Revenue Bulletins.
- Toll-free and email technical support.
- Two releases during the year.
 - The first release will ship the beginning of January 2011.
 - The final release will ship the beginning of March 2011.

Purchase the DVD from National Technical Information Service at *www.irs.gov/cdorders* for \$30 (no handling fee) or call 1-877-233-6767 toll-free to buy the DVD for \$30 (plus a \$6 handling fee).