

Form W-4 (2023) — Employee's Withholding Certificate

Department of the Treasury — Internal Revenue Service

ShiftNPay / Mastercare

Step 1 — Personal Information

First Name & MI

Last Name

Social Security Number

Address

City or Town, State, ZIP

Filing Status

Single / HOH

Married Filing Joi

Head of Household

Step 2 — Multiple Jobs or Spouse Works

Check here if only two jobs total

Two jobs amount

2nd Job (2a)

2nd Job (2b)

2nd Job (2c)

Pay period (yr)

Pay period amount

Step 3 — Claim Dependents

Qualifying children × \$2,000

Other dependents × \$500

Total dependents

Step 4 — Other Adjustments

Other income (4a)

Deductions (4b)

Extra withholding (4c)

Step 4(b) — Deductions Worksheet

Estimated itemized deductions

Standard deduction amount

If line 1 > line 2

Student loan interest

Total adjustments

Step 5 — Employer

First date of employment

Employer EIN

Employer's name

Employer's address

Employer signature date