



## Important Tax Information

\*This information is included in the W2\*

Kai Zhen  
Bloomington, IN

January 22, 2020

Dear Kai,

The following relocation expenses have been reported to your payroll department and are included in your 2019 W2.

Taxable – Grossed-up	\$16,607.50
Taxable – Not grossed-up	\$0.00
Taxable – Deductible	\$0.00
Taxable – Tax Assistance	\$6,982.68
<b>Total Relocation Taxable Earnings</b>	<b>\$23,590.18</b>

Enclosed you will find your Employee Moving Expense Information. This page summarizes the taxable relocation expenses paid to or processed on your behalf during 2019 but does not necessarily represent all of the relocation expenses that have been incurred or paid on your behalf by your Company. Please note, if applicable, loan discount point(s), loan origination fees, and/or a portion of duplicate housing (real estate taxes/mortgage interest) may be deductible. Should you have specific questions relating to your 2019 tax return, please consult a tax advisor.

Relocation expenses as well as gross up are considered taxable income. Therefore, applicable withholding taxes associated with your relocation expenses and gross up have been included in your IRS Form W2. The gross up calculation processed according to your company's relocation policy is intended to offset in whole or in part, the anticipated tax liability on your taxable relocation expenses. The enclosed Relocation Tax Summary page contains a section listing the applicable payroll taxes withheld from your taxable income. Please consult your tax advisor regarding the tax consideration of your relocation.

**Altair Global welcomes any inquiries you may have regarding the calculation of your 2019 tax assistance; however, questions regarding tax implications of your relocation earnings should be directed to a tax professional.**

Altair Global  
Tax Services Department  
877-290-8500  
972-468-3000

Altair Global  
**Expense Summary for 01/01/2019 - 12/31/2019**

Expense Description	Date Paid	Gross-Up Date	Reference No.	Paid To <sup>1</sup>	Amount
MISC / INCIDENTAL ALLOWANCE 05/17/19	05/17/2019	05/20/2019	A-0000402837	E	\$500.00
HOST HOUSING PD TO OTH ZHEN/KAI 05/11/2019 - 08/04/2019	11/22/2019	11/22/2019		O	\$16,107.50
<b>Taxable - Grossed-Up:</b>					<b>\$16,607.50</b>

<sup>1</sup> E – Paid to Employee; O – Paid to Other

**TOTAL EXPENSES: \$16,607.50**

Altair Global  
**Tax Summary for 01/01/2019 - 12/31/2019**

**Origin Address:**      Bloomington, IN

Calculation Assumptions	
Filing Status:	N/A
No. of Federal Exemptions:	0
No. of Dependents:	0

**Deductible & Non-Deductible Expenses**

TAXABLE – GROSSED UP	\$16,607.50
TAXABLE – NOT GROSSED UP	\$0.00
TAXABLE – GROSSED-UP DEDUCTIBLE	\$0.00
<b>TOTAL:</b>	<b>\$16,607.50</b>

**Tax Information**

	<u>Tax Withholding</u>	<u>Tax Assistance</u>	<u>Tax Total</u>
FEDERAL INCOME TAX (W-2 BOX 2)	\$0.00	\$5,189.84	\$5,189.84
STATE INCOME TAX (W-2 BOX 17)	\$0.00	\$1,556.95	\$1,556.95
LOCAL INCOME / SPECIAL TAX (W-2 BOX 19)	\$0.00	\$235.89	\$235.89
SOCIAL SECURITY (OASDI) TAX (W-2 BOX 4)	\$0.00	\$0.00	\$0.00
MEDICARE TAX (W-2 BOX 6)	\$0.00	\$0.00	\$0.00
MEDICARE SURTAX	\$0.00	\$0.00	\$0.00
<b>TOTAL:</b>	<b>\$0.00</b>	<b>\$6,982.68</b>	<b>\$6,982.68</b>