

2018

Employee Withholding Allowance Certificate
FOR MARYLAND STATE GOVERNMENT EMPLOYEES
RESIDING IN WEST VIRGINIA

Form WV/IT 104
State Tax Department
West Virginia

Form W-4
Department of the Treasury
Internal Revenue Service

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

Section 1 - Employee Information

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

Section 2 - Federal Withholding Form W-4

The federal worksheet is available online at https://www.irs.gov/pub/irs-prior/fw4--2018.pdf

Form section for Section 2 containing fields for marital status (Single, Married, Married with higher rate), number of allowances (5), additional amount (6), and exemption conditions (7).

Section 3 - West Virginia Withholding Form WV/IT 104

Tax information is available online at http://www.state.wv.us/taxrev/uploads/it100-1-a.pdf

Form section for Section 3 containing numbered questions (1-6) regarding exemptions and withholding rates, and a note about special allowances.

Section 4 - Employee Signature

Form section for Section 4 containing a declaration statement and lines for Employee's signature, Date, and Daytime Phone Number.

Form section for Employer information containing fields for Employer's name and address (Central Payroll Bureau, Annapolis, MD) and Federal Employer identification number (EIN).

Important: The information you supply must be complete. This form will replace in total any certificate you previously submitted.
Web Site - http://comptroller.marylandtaxes.gov/government_services/state_payroll_services/