

**Employee's Withholding Allowance Certificate**  
 For Privacy Act and Paperwork Reduction Notice, see reverse.

<b>1</b> Type or print your first name and middle initial		Last name	<b>2</b> Your social security number	
Home address (number and street or rural route)		<b>3</b> <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withhold at higher Single rate. <small>Note: if married, but legally separated, or spouse is nonresident alien, check the Single box.</small>		
City or town, state, and ZIP code		<b>4</b> If your last name differs from that on your social security card, check here and call 1-800-772-1213 for more information. <input type="checkbox"/>		
<b>5</b> Total number of allowances you are claiming (from line H above or from the worksheets on page 2 if they apply)			<b>5</b>	
<b>6</b> Additional amount, if any, you want withheld from each paycheck			<b>6</b>	\$. . . . .
<b>7</b> I claim exemption from withholding for 2012 and I certify that I meet <b>BOTH</b> of the following conditions for exemption: • Last year I had a right to a refund of <b>ALL</b> Federal income tax withheld because I had <b>NO</b> tax liability; <b>AND</b> • This year I expect a refund of <b>ALL</b> Federal income tax withheld because I expect to have <b>NO</b> tax liability. If you meet both conditions, enter "EXEMPT" here.			<b>7</b>	. >

Under penalties of perjury, I certify that I am entitled to the number of withholding allowances claimed on this certificate or entitled to claim exempt status.

<b>Employee's Signature &gt;</b>		<b>Date &gt;</b>				
<b>8</b> Employer's name and address (Employer: Complete 8 and 10 only if sending to the IRS)		<b>9</b> Office code (optional)		<b>10</b> Employer identification number		

**If you are a legally registered Corporation or Limited Liability Company (LLC) and want to be paid as a non-taxable entity, please complete a W-4 AND provide us with a W-9. Without a valid W-9 we are required to withhold taxes according to state and federal tax statutes.**

Business Name: \_\_\_\_\_

Federal ID#: \_\_\_\_\_