

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 employee information including payroll system (RG, CT, UM), 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 federal withholding including marital status (Single, Married, etc.), number of allowances, and exemption conditions.

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 West Virginia withholding including exemptions for single, married, and dependent status, and additional withholding per pay period.

Section 4 - Employee Signature

Signature section containing a declaration of truth and fields for Employee's signature, Date, and Daytime Phone Number.

Employer information section including 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/