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should be enough to close out this article and go about your day.

Rachel Blakely-Gray • Feb. 15, 2023

Form **W-4**

Department of the Treasury
Internal Revenue Service

Employee's Withholding Certificate

Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay.
Give Form W-4 to your employer.
Your withholding is subject to review by the IRS.

OMB No. 1545-0074
2023

Step 1:
Enter
Personal
Information

(a) First name and middle initial

Last name

(b) Social security number

Address

City or town, state, and ZIP code

(c) ☐ Single or Married filing separately
☐ Married filing jointly or Qualifying surviving spouse
☐ Head of household (Check only if you're unmarried and pay more than half the costs of keeping up a home for yourself and a qualifying individual.)

Does your name match the name on your social security card? If not, to ensure you get credit for your earnings, contact SSA at 800-772-1213 or go to www.ssa.gov.

Complete Steps 2–4 ONLY if they apply to you; otherwise, skip to Step 5. See page 2 for more information on each step, who can claim exemption from withholding, other details, and privacy.

Step 2:
Multiple Jobs
or Spouse
Works

Complete this step if you (1) hold more than one job at a time, or (2) are married filing jointly and your spouse also works. The correct amount of withholding depends on income earned from all of these jobs.
Do **only one** of the following.
(a) Reserved for future use.
(b) Use the Multiple Jobs Worksheet on page 3 and enter the result in Step 4(c) below; **or**
(c) If there are only two jobs total, you may check this box. Do the same on Form W-4 for the other job. This option is generally more accurate than (b) if pay at the lower paying job is more than half of the pay at the higher paying job. Otherwise, (b) is more accurate ☐

TIP: If you have self-employment income, see page 2.

Complete Steps 3–4(b) on Form W-4 for only ONE of these jobs. Leave those steps blank for the other jobs. (Your withholding will be most accurate if you complete Steps 3–4(b) on the Form W-4 for the highest paying job.)

By Rachel Blakely-Gray.

The new W-4 form for 2023 is now available. Unlike the big W-4 form shakeup of 2020, there aren’t significant changes to the new form. But that doesn’t mean you shouldn’t familiarize yourself with it.

You may not file Form W-4 with the IRS, but your [payroll](#) depends on it. Employers use Form W-4 to determine how much to withhold from an employee’s gross wages for federal income tax.

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1. The IRS removed references to their tax withholding estimator
2. There's now additional text on Step 2(c) to clarify who should use the checkbox for two jobs
3. The amounts on the Deductions Worksheet are updated for 2023

If you know Form W-4 like the back of your hand, knowing these 2023 changes should be enough to close out this article and go about your day. Otherwise, you may have questions about the new W-4 (and no, we're not just talking about the 2023 version).

2020 and later versions of Form W-4: Q&A

In 2020, the IRS released the long-awaited new federal W-4 form, shaking up how employers handle income tax withholding. Because the IRS only made the new form mandatory for new hires and employees making Form W-4 changes, some employers might need to familiarize themselves with it.

Other employers are a little *too* familiar with the new IRS W-4 form and the old version. It can be difficult juggling both 2019 and earlier Forms W-4 with 2020 and later forms. To combat this, the IRS released a new, optional computational bridge for 2021.

The “new” Form W-4, Employee's Withholding Certificate, is an updated version of the previous Form W-4, Employee's Withholding Allowance Certificate. The IRS launched this form in 2020, removing [withholding allowances](#). The new IRS W-4 complements the changes to the tax law that took effect in 2018. This new design aims to simplify the process of filling out Form W-4 for employees and improve tax withholding accuracy.

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