



Form W-2 Employee Instructions

What is form W-2 and how does it work?

Presented by TaxACT.com

Box a: Your Social Security Number.

Box b: Your employers EIN (Employer Identification Number).

Box c: The legal address of your employer. This may or may not be the actual address of where you work.

Box d: The control number that's used by your employer's payroll department. This may be blank.

Box e and f: Your legal name, as it reads on your Social Security card, appears in box (e) and your mailing address is reported in box (f).

Box 15: Your employer's state and state tax identification number.

Box 16: The total amount of taxable wages for state tax purposes, if you are subject to state taxes.

Box 17: The total amount of state taxes withheld from your wages for the year.

Box 18: If you are subject to local, city or other state income taxes, box (18) reports those wages.

Box 19: The total amount withheld from your wages for local, city or other state income taxes.

Box 20: Is the legal name of the local, city or other state tax being reported in box (19).

22222		Void ☐		a Employee's social security number		For Official Use Only ► OMB No. 1545-0008	
b Employer identification number (EIN)				1 Wages, tips, other compensation		2 Federal income tax withheld	
c Employer's name, address, and ZIP code				3 Social security wages		4 Social security tax withheld	
				5 Medicare wages and tips		6 Medicare tax withheld	
				7 Social security tips		8 Allocated tips	
d Control number				9		10 Dependent care benefits	
e Employee's first name and initial		Last name		Suff.		11 Nonqualified plans	
f Employee's address and ZIP code				13 Statutory employee ☐ Retirement plan ☐ Third-party sick pay ☐		12a See instructions for box 12	
				14 Other		12b	
						12c	
						12d	
15 State Employer's state ID number		16 State wages, tips, etc.		17 State income tax		18 Local wages, tips, etc.	
						19 Local income tax	
						20 Locality name	

Form **W-2** Wage and Tax Statement

2015

Copy A For Social Security Administration — Send this entire page with Form W-3 to the Social Security Administration; photocopies are **not** acceptable.

Do Not Cut, Fold, or Staple Forms on This Page

Department of the Treasury—Internal Revenue Service
For Privacy Act and Paperwork Reduction Act Notice, see the separate instructions.

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Box 1: Your total taxable wages, tips, prizes and other compensation for the year, minus certain elective deferrals, such as 401(k) plans, pretax benefits or payroll deductions.

Box 2: The total federal income tax withheld from your pay during the year.

Box 3: Total wages that are taxed for Social Security.

Box 4: Total Social Security taxes withheld from your pay for the year.

Box 5: All your wages and tips that are taxed for Medicaid.

Box 6: Total amount of Medicare tax withheld from your pay for the year.

Box 7: Any tips that you reported.

Box 8: Any allocated tips that your employer has figured attributable to you.

Box 10: Total amount deducted from your wages for dependent care assistance programs. It may also include contributions made by your employer for dependent care on your behalf.

Box 11: Total amount distributed to you from your employer's non-qualified deferred compensation plan.

Box 13: Your employer checks the applicable box that pertains to you.

Box 14: Anything that doesn't have a specific box goes here.