310: Employee Withholding Allow Certificate (W-4)

300: Human Resources · https://milo.masseyservices.com/docs/310-employee-withholding-allow-certificate-w-4/

Section: Human Resources

Subject: Employee Withholding Allow Certificate (W-4)

Approved by: Harvey L. Massey

Effective Date: 10 September 1990

Last Reviewed Date: 10 September 1990

Policy Owner: Director of Human Resources

Policy

Every box should be carefully filled out. There can be NO strikeovers or corrections over "white-out".

This form determines the Federal Withholding tax deducted from your paycheck.

The W-4 must be signed and dated by the employee. Any questions regarding this should be directed to the Corporate Payroll Department.

Downloads

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