WOOD-RIDGE SCHOOL DISTRICT 540 Windsor Road

Wood-Ridge, New Jersey 07075

Tel: (201) 933-6777 ext. 5627 Fax: (201) 804-9204

E-mail: kwlosek@wood-ridgeschools.org

TO: Substitute Applicants to the Wood-Ridge School District

FROM: Karen Wlosek, Administrative Assistant, Superintendent's Office

WELCOME TO WOOD-RIDGE! Thank you for interest in substituting for the Wood-Ridge School District.

- ✓ Submit your application via the District website under Employment tab. You should upload all required documentation to the AppliTrack program. You will be contacted for an interview to begin the process of serving as a substitute for the District.
- If you are already a certified substitute, or have teacher certification, please email a copy of your certification as of February 22, 2020, <u>all</u> employees who are relocating to a new district or contract service provided must undergo another criminal history background check. Approval letters will be valid only for the district or contract service provider through which the individual made application for employees.
- If you are <u>not</u> already a certified substitute or licensed teacher, please go to the main NJ Department of Education website <u>www.state.nj.us/education</u> click into A-Z then go to Section C and click into Certification and Induction, click into Substitute box at top of page. Click on Process to Apply for a Substitute or CTE Substitute Credential and follow all prompts.
- ✓ You will need to email your transcripts along with fingerprint information and tracking number to my attention.
- ✓ You must complete an Employment Eligibility (I-9) Form, and provide a copy of accepted forms of identification (please see the back of the I-9 form, enclosed).
- ✓ The State also requires that you provide us with proof of your most recent TB test. If you have not yet had this done, please make arrangements and provide a note from your doctor indication the results of the test.
- ✓ In addition, you will also need to complete a W-4 form for payroll.

If you are applying for a Substitute Nurse Certification, you MUST be licensed in the State of New Jersey and must provide a copy of your license.

PLEASE SEND REQUIRED FORMS TO ME VIA EMAIL.

If you have any questions, please do not hesitate to contact me, by phone or email (preferred).

Sincerely

Karen Wlosek Administrative Assistant, Superintendent's Office



Employment Eligibility Verification Department of Homeland Security

U.S. Citizenship and Immigration Services

USCIS Form I-9 OMB No. 1615-0047

Expires 10/31/2022

▶START HERE: Read instructions carefully before completing this form. The instructions must be available, either in paper or electronically, during completion of this form. Employers are liable for errors in the completion of this form.

ANTI-DISCRIMINATION NOTICE: It is illegal to discriminate against work-authorized individuals. Employers CANNOT specify which document(s) an employee may present to establish employment authorization and identity. The refusal to hire or continue to employ an individual because the

documentation presented has a future expiration da		Contact Compact Contact Contac							
Section 1. Employee Information a			st complete an	d sign Se	ection 1 c	f Form I-9 no later			
than the first day of employment , but not be	fore accepting a job	offer.)							
Last Name (Family Name)	st Name (Given Nam	e)	Middle Initial	Other L	.ast Name	s Used (if any)			
Address (Street Number and Name)	Apt. Number	City or Town			State	ZIP Code			
Address (Street Number and Name)	Apt. Nambol	Only of Tomin							
Date of Birth (mm/dd/yyyy) U.S. Social Security	y Number Emplo	yee's E-mail Add	Iress	E	Employee's Telephone N				
	-								
I am aware that federal law provides for im connection with the completion of this for	n.			or use of	false do	cuments in			
I attest, under penalty of perjury, that I am 1. A citizen of the United States	(cneck one of the	scoa gniwoilot	es):		LANCE	· · · · · · · · · · · · · · · · · · ·			
2. A noncitizen national of the United States (S	ee instructions)	<u> </u>	w.	- L-date-T					
3. A lawful permanent resident (Alien Registi		Number):							
4. An alien authorized to work until (expiration	,	-							
Some aliens may write "N/A" in the expiratio	n date field. <i>(See inst</i>	ructions)		_		R Code - Section 1			
An Alien Registration Number/USCIS Number OF 1. Alien Registration Number/USCIS Number: OR 2. Form I-94 Admission Number:	rom 1-94 Admission	TNUMBER OK POL	eigh Fasspon No 	innoer.					
OR									
3. Foreign Passport Number:									
Country of Issuance:	- 4-5-7								
Signature of Employee			Today's Date	e (mm/dd/	′уууу)				
Preparer and/or Translator Certific	ation (check or	ie):	1888 Securior de la Constantina del Constantina de la Constantina	eren mat met de de Armeto	Segre Average Hallette History				
☐ I did not use a preparer or translator. ☐ A p (Fields below must be completed and signed I attest, under penalty of perjury, that I hav knowledge the information is true and cor	when preparers and e assisted in the c	d/or translators	assist an emple	oyee in d	ompletin	g Section 1.)			
Signature of Preparer or Translator				Today's I	Date (mm/	dd/yyyy)			
Last Name (Family Name)		First Nam	e (Given Name)						
Address (Street Number and Name)		City or Town			State	ZIP Code			
<u></u>			STOR						

Form I-9 10/21/2019



Employment Eligibility Verification Department of Homeland Security

Section 2. Employer or Authorized Representative Review and Verification

USCIS Form I-9

OMB No. 1615-0047 Expires 10/31/2022 U.S. Citizenship and Immigration Services

Employee Info	from Section 1	Last Name (Fa	mily Name)		First Name (Given Name)	M.I.	Citize	nship/Immigration Status
Identity and	List A Employment Aut	OF horization	?	List Ident		ANI	D	Emp	List C loyment Authorization
ocument	Document Title			Docum	nent Title				-
itle	Issuing Authorit	У		Issuing	g Authority				
suing uthority	Document Num	ber		 Docum	nent Number				
ocument umber	Expiration Date	(if any) (mm/dd/y	·yyy)	_ Ехріга	tion Date <i>(if a</i>	ny) (mm/dd/y	yyy)		
xpiration ate (if any) nm/dd/yyyy)									
ocument itle									
suing uthority	Additional In	formation				ode - Sections 2 of Write In This Sp			
ocument umber									
xpiration ate (if any) nm/dd/yyyy)					***************************************				
ocument tle									
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ocument umber									
xpiration Pate (if any) mm/dd/yyyy)									
ertification:) the above-l	 attest, under pe isted document ithorized to wor	s) appear to be	genuine and	ive examii I to relate	ned the docu to the emplo	ıment(s) pr yee named	esented by I, and (3) to	the abo	ove-named employee, st of my knowledge the
, ,	's first day of e					(See ins	tructions f	or exer	mptions)
ignature of Em	ployer or Authorize	ed Representativ	/e 1	oday's Dat	day's Date (mm/dd/yyyy) Title of Employer or Authorized Represent				zed Representative
ast Name of E epresentative	mployer or Authori	zed	First Name of Representativ		or Authorized		Employer's E	Busines:	s or Organization Name
mployer's Bus	iness or Organizat	ion Address (Stre	eet Number and	d Name)	City or Town		S	State	ZIP Code
	Reverification	and Rehires	(To be comp	leted and	signed by e	nployer or a	authorized r	eprese	ntative.)
ection 3. I New Name (i	A Company of the Comp	(3) (3) (3) (3) (4) (2) (3) (3) (3) (3) (4) (4) (4) (4) (4) (4) (4) (4) (4) (4			Company of the contract of the		. Date of Reh		

continuing employment authorization in the space prov		ne information for the document or receipt that establishes
Document Title	Document Numbe	
l attest, under penalty of perjury, that to the best the employee presented document(s), the docur	of my knowledge, this empl nent(s) I have examined app	oyee is authorized to work in the United States, and if ear to be genuine and to relate to the individual.
Signature of Employer or Authorized Representative	Todav's Date (mm/dd/vyvy)	Name of Employer or Authorized Representative

Form I-9 10/21/2019

LISTS OF ACCEPTABLE DOCUMENTS All documents must be UNEXPIRED

Employees may present one selection from List A or a combination of one selection from List B and one selection from List C.

or a combination of one selection from List B and one selection from List C.										
	LIST A		LIST B	LIST C						
	Documents that Establish Both Identity and Employment Authorization	DR.	Documents that Establish Identity AN	Documents that Establish Employment Authorization						
1.	U.S. Passport or U.S. Passport Card	19600	Driver's license or ID card issued by a State or outlying possession of the	A Social Security Account Number card, unless the card includes one of						
	Permanent Resident Card or Alien Registration Receipt Card (Form I-551)	500 500 500	United States provided it contains a photograph or information such as name, date of birth, gender, height, eye	the following restrictions: (1) NOT VALID FOR EMPLOYMENT						
1	Foreign passport that contains a temporary I-551 stamp or temporary I-		color, and address	(2) VALID FOR WORK ONLY WITH INS AUTHORIZATION						
	551 printed notation on a machinereadable immigrant visa		ID card issued by federal, state or local government agencies or entities,	(3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION						
	Employment Authorization Document that contains a photograph (Form I-766)		provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	Certification of report of birth issued by the Department of State (Forms DS-1350, FS-545, FS-240)						
			3. School ID card with a photograph							
	For a nonimmigrant alien authorized to work for a specific employer because of his or her status:		4. Voter's registration card	Original or certified copy of birth certificate issued by a State,						
1	a. Foreign passport; and b. Form I-94 or Form I-94A that has		5. U.S. Military card or draft record	county, municipal authority, or territory of the United States						
	the following: (1) The same name as the passport;	COOK	Military dependent's ID card	bearing an official seal						
	and (2) An endorsement of the alien's			Native American tribal document						
	nonimmigrant status as long as that period of endorsement has		7. U.S. Coast Guard Merchant Mariner Card	E II C Citizan ID Card (Form I 107)						
	not yet expired and the proposed employment is not in conflict with any restrictions or limitations	-	Native American tribal document	5. U.S. Citizen ID Card (Form I-197)						
	identified on the form.	ACCOMA Section	Driver's license issued by a Canadian government authority	Identification Card for Use of Resident Citizen in the United States (Form I-179)						
			For persons under age 18 who are unable to present a document listed above:	7. Employment authorization document issued by the Department of Homeland Security						

Micronesia (FSM) or the Republic of	
1 Sepontrocord of	report card
the Marshall Islands (RMI) with Form	Toport out a
I-94 or Form I-94A indicating 11. Clinic, doctor, or	hospital record
nonimmigrant admission under the	
Compact of Free Association Between the United States and the	ery school record
FSM or RMI	
1 ON OLIVIN	

Examples of many of these documents appear in the Handbook for Employers (M-274).

Refer to the instructions for more information about acceptable receipts.

Form I-9 10/21/2019

HEALTH AND PHYSICAL EXAMINATION RECORD OF EMPLOYEES WOOD-RIDGE BOARD OF EDUCATION

NAME	POSITION	
ADDRESS	has been control	
AGE	HEIGHT WEIGHT	
Have you ever had to give t	up your work for a period of two weeks or longer?	
When	Why	
Have you ever had any of the	ne following conditions:	•
•		
Impairment of Hearing		
Frequent Headaches	Dizziness or Unconsciousness	
Nervons Breakdown	. Rheumatism	
Palpitation or Disease of Hea	ert Persistent Cough	
Spitting of Blood		
	nily had Tuberculosis	<u> </u>
Surgical Operation		
Severe Accident		
hereby certify that the above	e statements are true.	
hereby certify that the above	statements are true. Signature of Employe	2 e
•	Signature of Employe	2 6
hereby certify that the above		
ART B: TO BE FILLED O	Signature of Employe	-
PART B: TO BE FILLED OF	Signature of Employs UT BY EXAMINING PHYSICIAN t Blood Pressure	-
PART B: TO BE FILLED OF [eight Weight] Seneral Appearance	Signature of Employe UT BY EXAMINING PHYSICIAN t Blood Pressure Chest	-
ART B: TO BE FILLED OF Seight Weight Seneral Appearance Sead & Neck	Signature of Employe UT BY EXAMINING PHYSICIAN t Blood Pressure Chest Abdomen	-
PART B: TO BE FILLED OF Seight Weight Seneral Appearance Sead & Neck Yes, Ears, Nose, Throat	Signature of Employe UT BY EXAMINING PHYSICIAN t	-
PART B: TO BE FILLED OF Seight Weight Seneral Appearance Sead & Neck yes, Ears, Nose, Throat seart	Signature of Employe UT BY EXAMINING PHYSICIAN t Blood Pressure Chest Abdomen Neuro Skin	
PART B: TO BE FILLED OF Seight Weight Seneral Appearance Sead & Neck Yes, Ears, Nose, Throat	Signature of Employe UT BY EXAMINING PHYSICIAN t Blood Pressure Chest Abdomen Neuro Skin Urinalysis: Albumen	
PART B: TO BE FILLED OF Seight Weight Seneral Appearance Sead & Neck yes, Ears, Nose, Throat seart seart seargs	Signature of Employe UT BY EXAMINING PHYSICIAN t	
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PART B: TO BE FILLED OF Meight Weight Weight Weight Lead & Neck Yes, Ears, Nose, Throat Leart Le	Signature of Employe UT BY EXAMINING PHYSICIAN t	
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ART B: TO BE FILLED OF Meight Weight Weight Weight Reneral Appearance Read & Neck Rear, Nose, Throat Reart R	Signature of Employe UT BY EXAMINING PHYSICIAN t	
PART B: TO BE FILLED OF Seight Weight Weight Weight Weight Weight Weight Wes, Ears, Nose, Throat Wes, Ears, Nose, Throat Wesnits of Mantoux Test. Thereby certify that above name fections diseases and is in good	Signature of Employe UT BY EXAMINING PHYSICIAN E Blood Pressure Chest Abdomen Neuro Skin Urinalysis: Albumen Sugar Sugar and is free from all contagious and physical and mental condition.	and
PART B: TO BE FILLED OF Seneral Appearance lead & Neck leart	Signature of Employe UT BY EXAMINING PHYSICIAN t	and
PART B: TO BE FILLED OF Seneral Appearance lead & Neck leart	Signature of Employe UT BY EXAMINING PHYSICIAN Blood Pressure Chest Abdomen Neuro Skin Urinalysis: Albumen Sugar ed employee has been examined by me on and is free from all contagious and physical and mental condition.	and
ART B: TO BE FILLED OF eight Weight Weight eneral Appearance ead & Neck yes, Ears, Nose, Throat eart engs esuits of Mantoux Test. Thereby certify that above name fectious diseases and is in good	Signature of Employe UT BY EXAMINING PHYSICIAN E Blood Pressure Chest Abdomen Neuro Skin Urinalysis: Albumen Sugar Sugar and is free from all contagious and physical and mental condition.	and
ART B: TO BE FILLED OF eight Weight Weight eneral Appearance ead & Neck yes, Ears, Nose, Throat eart engs esuits of Mantoux Test. Thereby certify that above name fectious diseases and is in good	Signature of Employe UT BY EXAMINING PHYSICIAN Blood Pressure Chest Abdomen Neuro Skin Urinalysis: Albumen Sugar ed employee has been examined by me on and is free from all contagious and physical and mental condition.	and

(Rev. December 2020) Department of the Treasury Internal Revenue Service

 ${\bf Employee's\ Withholding\ Certificate} \\ {\bf B\ Complete\ Form\ W-4\ so\ that\ your\ employer\ can\ withhold\ the\ correct\ federal\ income\ tax\ from\ your\ }$ pay.

2021

OMB No. 1545-0074

☑ Give Form W-4 to your employer.

Internal Revenue Se	ervice	Your withholding is subject to rev ■	riew by the IRS.									
Step 1:	(a) F	irst name and middle initial Last name		(b) Sc	cial security number							
Enter Personal Information	Addre	town, state, and ZIP code	name o card? I credit fo SSA at	Does your name match the ime on your social security ird? If not, to ensure you get edit for your earnings, contact SA at 800-772-1213 or go to								
	(c)	Single or Married filing separately Married filing jointly or Qualifying widow(er) Head of household (Check only if you're unmarried and pay more than		www.ss								
		4 ONLY if they apply to you; otherwise, skip to Step 5 m withholding, when to use the estimator at www.irs.gov/		on ea	ch step, who can							
Step Multiple Job	2: s	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.										
or Spouse		Do only one of the following.										
Works		(a) Use the estimator at www.irs.gov/W4App for most accurate withholding for this step (and Steps 3–4); or (b) Use										
		the Multiple Jobs Worksheet on page 3 and enter the re	, ,,		_							
		(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 accurate for jobs with similar pay; otherwise, more tax than necessary may be withheld										
		TIP: To be accurate, submit a 2021 Form W-4 for all other jobs. If you (or your spouse) have self-employment income, including as an independent contractor, use the estimator.										
		4(b) on Form W-4 for only ONE of these jobs. Leave the complete Steps 3–4(b) on the Form W-4 for the higher		(You	r withholding will							
Step 3:		If your total income will be \$200,000 or less (\$400,000	or less if married filing jointly):									
Claim Dependents		Multiply the number of qualifying children under age	9 17 by \$2,000 ® \$	-								
		Multiply the number of other dependents by \$500		-								
		Add the amounts above and enter the total here		3	\$							
Step 4 (optional):		(a) Other income (not from jobs). If you want expect this year that won't have withholding, enter the This may include interest, dividends, and retirement inc	amount of other income here.		¢.							
Other		This may moduce interest, dividends, and retirement inc	Olio	4(a)	<u> </u>							
Adjustments	5	(b) Deductions. If you expect to claim deduction			**************************************							
		and want to reduce your withholding, use the Deductio the result here	ns Worksheet on page 3 and enter	4(b)	\$							
		(c) Extra withholding. Enter any additional tax period .		4(c)								
Step 5:	Und	er penalties of perjury, I declare that this certificate, to the best of	my knowledge and belief, is true, corre	ect, an	d complete.							
Sign Here												

TOTAL TO CEDELY	Employee's signature (This form is not valid unless you sign it.)		Date
Employers Only	Employer's name and address	First date of employment	Employer identification number (EIN)

For Privacy Act and Paperwork Reduction Act Notice, see page 3.

General Instructions

Future Developments

For the latest information about developments related to Form W-4, such as legislation enacted after it was published, go to www.irs.gov/FormW4.

Purpose of Form

Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. If too little is withheld, you will generally owe tax when you file your tax return and may owe a penalty. If too much is withheld, you will generally be due a refund. Complete a new Form W-4 when changes to your personal or financial situation would change the entries on the form. For more information on withholding and when you must furnish a new Form W-4, see Pub. 505, Tax Withholding and Estimated Tax.

Exemption from withholding. You may claim exemption from withholding for 2021 if you meet both of the following conditions: you had no federal income tax liability in 2020 and you expect to have no federal income tax liability in 2021. You had no federal income tax liability in 2020 if (1) your total tax on line 24 on your 2020 Form 1040 or 1040-SR is zero (or less than the sum of lines 27, 28, 29, and 30), or (2) you were not required to file a return because your income was below the filing threshold for your correct filing status. If you claim exemption, you will have no income tax withheld from your paycheck and may owe taxes and penalties when you file your 2021 tax return. To claim exemption from withholding, certify that you meet both of the conditions above by writing "Exempt" on Form W-4 in the space below Step 4(c). Then, complete Steps 1(a), 1(b), and 5. Do not complete any other steps. You will need to submit a new Form W-4 by February 15, 2022.

Your privacy. If you prefer to limit information provided in Steps 2 through 4, use the online estimator, which will also increase accuracy.

As an alternative to the estimator: if you have concerns with Step 2(c), you may choose Step 2(b); if you have concerns with Step 4(a), you may enter an additional amount you want withheld per pay period in Step 4(c). If this is the only job in your household, you may instead check the box in Step 2(c), which will increase your withholding and significantly reduce your paycheck (often by thousands of dollars over the year).

When to use the estimator. Consider using the estimator at www.irs.gov/W4App if you:

- 1. Expect to work only part of the year;
- Have dividend or capital gain income, or are subject to additional taxes, such as Additional Medicare Tax; 3.
 Have self-employment income (see below); or
- Prefer the most accurate withholding for multiple job situations.

Cat. No. 10220Q

Form W-4 (2021)

Self-employment. Generally, you will owe both income and self-employment taxes on any self-employment income you receive separate from the wages you receive as an employee. If you want to pay these taxes through withholding from your wages, use the estimator at www.irs.gov/W4App to figure the amount to have withheld.

Nonresident alien. If you're a nonresident alien, see Notice 1392, Supplemental Form W-4 Instructions for Nonresident Aliens, before completing this form.

Specific Instructions

Step 1(c). Check your anticipated filing status. This will determine the standard deduction and tax rates used to compute your withholding.

Step 2. Use this step if you (1) have more than one job at the same time, or (2) are married filing jointly and you and your spouse both work.

Option (a) most accurately calculates the additional tax you need to have withheld, while option (b) does so with a little less accuracy.

If you (and your spouse) have a total of only two jobs, you may instead check the box in option (c). The box must also be checked on the Form W-4 for the other job. If the box is checked, the standard deduction and tax brackets will be cut in half for each job to calculate withholding. This option is roughly accurate for jobs with similar pay; otherwise, more tax than necessary may be withheld, and this extra amount will be larger the greater the difference in pay is between the two jobs.

Multiple jobs. one Form W-4. Withholding will be

most accurate if Complete Steps 3 through 4(b) on only you do this on the Form W-4 for the highest paying job. Step 3. This step provides instructions for determining the amount of the child tax credit and the credit for other dependents that you may be able to claim when you file your tax return. To qualify for the child tax credit, the child must be under age 17 as of December 31, must be your dependent who generally lives with you for more than half the year, and must have the required social security number. You may be able to claim a credit for other dependents for whom a child tax credit can't be claimed, such as an older child or a qualifying relative. For additional eligibility requirements for these credits, see Pub. 972, Child Tax Credit and Credit for Other Dependents. You can also include other tax credits in this step, such as education tax credits and the foreign tax credit. To do so, add an estimate of the amount for the year to your credits for dependents and enter the total amount in Step 3. Including these credits will increase your paycheck and reduce the amount of any refund you may receive when you file your tax return.

Step 4 (optional).

Step 4(a). Enter in this step the total of your other estimated income for the year, if any. You shouldn't include income from any jobs or self-employment. If you complete Step 4(a), you likely won't have to make estimated tax payments for that income. If you prefer to pay estimated tax rather than having tax on other income withheld from your paycheck, see Form 1040-ES, Estimated Tax for Individuals.

Step 4(b). Enter in this step the amount from the Deductions Worksheet, line 5, if you expect to claim deductions other than the basic standard deduction on your 2021 tax return and want to reduce your withholding to account for these deductions. This includes both itemized deductions and other deductions such as for student loan interest and IRAs.

Step 4(c). Enter in this step any additional tax you want withheld from your pay each pay period, including any amounts from the Multiple Jobs Worksheet, line 4. Entering an amount here will reduce your paycheck and will either increase your refund or reduce any amount of tax that you

Step 2(b)—Multiple Jobs Worksheet (Keep for your records.)



If you choose the option in Step 2(b) on Form W-4, complete this worksheet (which calculates the total extra tax for all jobs) on **only ONE** Form W-4. Withholding will be most accurate if you complete the worksheet and enter the result on the Form W-4 for the highest paying job.

	more than one job has annual wages of more than \$120,000 or there are more than three jobs, see Pub. 5	05 f	or additional tables;
or, you o	can use the online withholding estimator at www.irs.gov/W4App. Two jobs. If you have two jobs or you're married filing jointly and you and your spouse each have one job, find the amount from the appropriate table on page 4. Using the "Higher Paying Job" row and the		
	"Lower Paying Job" column, find the value at the intersection of the two household salaries and enter that value on line 1. Then, skip to line 3.	1	\$
	that value on line 1. Then, sup to line 3		Ψ
2	Three jobs. If you and/or your spouse have three jobs at the same time, complete lines 2a, 2b, and 2d below. Otherwise, skip to line 3.	5	
	a Find the amount from the appropriate table on page 4 using the annual wages from the highest paying job in the "Higher Paying Job" row and the annual wages for your next highest paying job in the "Lower Paying Job" column. Find the value at the intersection of the two household salaries and enter that value on line 2a	2 a	\$
	b Add the annual wages of the two highest paying jobs from line 2a together and use the total as the wages in the "Higher Paying Job" row and use the annual wages for your third job in the "Lower Paying Job" column to find the amount from the appropriate table on page 4 and enter this amount on line 2b	2b	\$
	c Add the amounts from lines 2a and 2b and enter the result on line 2c	2c	\$
3	Enter the number of pay periods per year for the highest paying job. For example, if that job pays weekly, enter 52; if it pays every other week, enter 26; if it pays monthly, enter 12, etc.	3	
4	Divide the annual amount on line 1 or line 2c by the number of pay periods on line 3. Enter this amount		
	here and in Step 4(c) of Form W-4 for the highest paying job (along with any other additional amount you want withheld)	4	\$
	Step 4(b)—Deductions Worksheet (Keep for your records.)		
1 E	Enter an estimate of your 2021 itemized deductions (from Schedule A (Form 1040)). Such deductions ma	y in	clude
C	qualifying home mortgage interest, charitable contributions, state and local taxes (up to \$10,000), and medical expenses in excess of 7.5% of your income.	1	\$
	\$25,100 if you're married filing jointly or qualifying widow(er)		
	•		
	2 Enter:• \$18,800 if you're head of household		•
	2 \$		
3	 \$12,550 if you're single or married filing separately If line 1 is greater than line 2, subtract line 2 from line 1 and enter the result here. If line 2 is greater 		
	than line 1, enter "-0-"	3	\$
4	Extends actimate of your student loop interest, deductible IDA contributions, and cortain other		
4	Enter an estimate of your student loan interest, deductible IRA contributions, and certain other adjustments (from Part II of Schedule 1 (Form 1040)). See Pub. 505 for more information	4	\$
5	Add lines 3 and 4. Enter the result here and in Step 4(b) of Form W-4.	5	\$

Higher

Job

Paying

Annual Taxable

\$150,000 - 174,999

\$175,000 - 199,999

\$200,000 - 249,999

\$250,000 - 399,999

\$400,000 - 449,999

\$450,000 and over

\$0 -

Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. Internal Revenue Code sections 3402(f)(2) and 6109 and their regulations require you to provide this information; your employer uses it to determine your federal income tax withholding. Failure to provide a properly completed form will result in your being treated as a single person with no other entries on the form; providing fraudulent information may subject you to penalties. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation; to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their tax laws; and to the Department of Health and Human Services for use in the National Directory of New Hires. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

\$10,000 -

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as tong as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by Code section 6103.

The average time and expenses required to complete and file this form will vary depending on individual circumstances. For estimated averages, see the instructions for your income tax return.

If you have suggestions for making this form simpler, we would be happy to hear from you. See the instructions for your income tax return.

Married Filing Jointly or Qualifying Widow(er)

Lower Paying Job Annual Taxable Wage & Salary

\$20,000 - \$30,000 - \$40,000 - \$50,000 - \$60,000 - \$70,000 - \$80,000 - \$90,000 - \$100,000 - \$110,000 -

Annual Taxable	\$υ - 9,999	19,999	\$20,000 - 29,999	39,999	49,999	59,999	69,999	79,999	89,999	99,999	109,999	120,000
Wage & Salary	-,	,	,	,	***************************************				·			
\$0 - 9,999	\$0	\$190	\$850	\$890	\$1,020	\$1,020	\$1,020	\$1,020	\$1,020	\$1,100	\$1,870	\$1,870
\$10,000 - 19,999	190	1,190	1,890	2,090	2,220	2,220	2,220	2,220	2,300	3,300	4,070	4,070
\$20,000 - 29,999	850	1,890	2,750	2,950	3,080	3,080	3,080	3,160	4,160	5,160	5,930	5,930
\$30,000 - 39,999	890	2,090	2,950	3,150	3,280	3,280	3,360	4,360	5,360	6,360	7,130	7,130
\$40,000 - 49,999	1,020	2,220	3,080	3,280	3,410	3,490	4,490	5,490	6,490	7,490	8,260	8,260
\$50,000 - 59,999	1,020	2,220	3,080	3,280	3,490	4,490	5,490	6,490	7,490	8,490	9,260	9,260
\$60,000 - 69,999	1,020	2,220	3,080	3,360	4,490	5,490	6,490	7,490	8,490	9,490	10,260	10,260
\$70,000 - 79,999	1,020	2,220	3,160	4,360	5,490	6,490	7,490	8,490	9,490	10,490	11,260	11,260
\$80,000 - 99,999	1,020	3,150	5,010	6,210	7,340	8,340	9,340	10,340	11,340	12,340	13,260	13,460
\$100,000 - 149,999	1,870	4,070	5,930	7,130	8,260	9,320	10,520	11,720	12,920	14,120	15,090	15,290
\$150,000 - 239,999	2,040	4,440	6,500	7,900	9,230	10,430	11,630	12,830	14,030	15,230	16,190	16,400
\$240,000 - 259,999	2,040	4,440	6,500	7,900	9,230	10,430	11,630	12,830	14,030	15,270	17,040	18,040
\$260,000 - 279,999	2,040	4,440	6,500	7,900	9,230	10,430	11,630	12,870	14,870	16,870	18,640	19,640
\$280,000 - 299,999	2,040	4,440	6,500	7,900	9,230	10,470	12,470	14,470	16,470	18,470	20,240	21,240
\$300,000 - 319,999	2,040	4,440	6,500	7,940	10,070	12,070	14,070	16,070	18,070	20,070	21,840	22,840
\$320,000 - 364,999	2,720	5,920	8,780	10,980	13,110	15,110	17,110	19,110	21,190	23,490	25,560	26,860
\$365,000 - 524,999	2,970	6,470	9,630	12,130	14,560	16,860	19,160	21,460	23,760	26,060	28,130	29,430
\$525,000 and over	3,140	6,840	10,200	12,900	15,530	18,030	20,530	23,030	25,530	28,030	30,300	31,800
				Single o	r Married	d Filing S	Separate	ly				
Higher Paying				Lowe	r Paying .	Job Annua	al Taxable	Wage & S	Salary			
Job	\$0 -	\$10,000 -	\$20,000 -	\$30,000 -	\$40,000 -	\$50,000 -	\$60,000 -	\$70,000 -	\$80,000 -	\$90,000 -	\$100 000 -	\$110,000 -
Annual Taxable Wage & Salary	эо - 9,999	19,999	29,999	39,999	49,999	59,999	69,999	79,999	89,999	99,999	109,999	120,000
\$0 - 9,999	\$440	\$940	\$1,020	\$1,020	\$1,410	\$1,870	\$1,870	\$1,870	\$1,870	\$2,030	\$2,040	\$2,040
\$10,000 - 19,999	940	1,540	1,620	2,020	3,020	3,470	3,470	3,470	3,640	3,840	3,840	3,840
\$20,000 - 29,999	1,020	1,620	2,100	3,100	4,100	4,550	4,550	4,720	4,920	5,120	5,120	5,120
\$30,000 - 39,999	1,020	2,020	3,100	4,100	5,100	5,550	5,720	5,920	6,120	6,320	6,320	6,320
\$40,000 - 59,999	1,870	3,470	4,550	5,550	6,690	7,340	7,540	7,740	7,940	8,140	8,150	8,150
\$60,000 - 79,999	1,870	3,470	4,690	5,890	7,090	7,740	7,940	8,140	8,340	8,540	9,190	9,990
\$80,000 - 99,999	2,000	3,810	5,090	6,290	7,490	8,140	8,340	8,540	9,390	10,390	11,190	11,990
\$100,000 - 124,999	2,040	3,840	5,120	6,320	7,520	8,360	9,360	10,360	11,360	12,360	13,410	14,510
\$125,000 - 149,999	2,040	3,840	5,120	6,910	8,910	10,360	11,360	12,450	13,750	15,050	16,160	17,260
+					<u> </u>		·					

Head of Household

12,600

13,850

14,620

14,620

14,620

15,790

13,900

15,150

15,920

15,920

15,920

17,290

15,200

16,450

17,220

17,220

17,220

18,790

16,500

17,750

18,520

18,520

18,520

20,290

17,800

19,050

19,820

19,820

19,910

21,790

18,910

20,150

20,930

20,930

21,220

23,100

20,010

21,250

22,030

22,030

22,520

24,400

10,910

12,090

12,860

12,860

12,860

13,830

8,910

9,790

10.560

10,560

10,560

11,330

6,910

7,490

8.260

8,260

8,260

8,830

4,830

5,320

5,880

5,880

5,880

6,250

2,220

2,720

2,970

2,970

2,970

3,140

Higher	Paying			<u>. </u>	Lowe	er Paying .	Job Annu	al Taxable	Wage &	Salary			
Job Annual 1	l'axable	\$0 - 9,999	\$10,000 - 19,999	\$20,000 - 29,999	\$30,000 - 39,999	\$40,000 - 49,999	\$50,000 - 59,999	\$60,000 - 69,999	\$70,000 - 79,999	\$80,000 - 89,999	\$90,000 - 99,999	\$100,000 109,999	-\$110,000 - 120,000
Wage &	Salary												
\$0 -	9,999	\$0	\$820	\$930	\$1,020	\$1,020	\$1,020	\$1,420	\$1,870	\$1,870	\$1,910	\$2,040	\$2,040
\$10,000 -	19,999	820	1,900	2,130	2,220	2,220	2,620	3,620	4,070	4,110	4,310	4,440	4,440
\$20,000 -	29,999	930	2,130	2,360	2,450	2,850	3,850	4,850	5,340	5,540	5,740	5,870	5,870
\$30,000 -	39,999	1,020	2,220	2,450	2,940	3,940	4,940	5,980	6,630	6,830	7,030	7,160	7,160
\$40,000 -	59,999	1,020	2,470	3,700	4,790	5,800	7,000	8,200	8,850	9,050	9,250	9,380	9,380
\$60,000 -	79,999	1,870	4,070	5,310	6,600	7,800	9,000	10,200	10,850	11,050	11,250	11,520	12,320
\$80,000 -	99,999	1,880	4,280	5,710	7,000	8,200	9,400	10,600	11,250	11,590	12,590	13,520	14,320
\$100,000 -	124,999	2,040	4,440	5,870	7,160	8,360	9,560	11,240	12,690	13,690	14,690	15,670	16,770
\$125,000 -	149,999	2,040	4,440	5,870	7,240	9,240	11,240	13,240	14,690	15,890	17,190	18,420	19,520
\$150,000 -	174,999	2,040	4,920	7,150	9,240	11,240	13,290	15,590	17,340	18,640	19,940	21,170	22,270
\$175,000 -	199,999	2,720	5,920	8,150	10,440	12,740	15,040	17,340	19,090	20,390	21,690	22,920	24,020
\$200,000 -	249,999	2,970	6,470	9,000	11,390	13,690	15,990	18,290	20,040	21,340	22,640	23,880	24,980
\$250,000 -	349,999	2,970	6,470	9,000	11,390	13,690	15,990	18,290	20,040	21,340	22,640	23,880	24,980
\$350,000 -	449,999	2,970	6,470	9,000	11,390	13,690	15,990	18,290	20,040	21,340	22,640	23,900	25,200
\$450,000 a	ınd over	3,140	6,840	9,570	12,160	14,660	17,160	19,660	21,610	23,110	24,610	26,050	27,350