

Federal Tax Data Page

A new group box called Federal Form W-4 Version displays which Form W-4 is in effect. It is important that the correct radio button is selected. The radio button will determine which federal tax calculation is used to calculate the employee's federal income tax withholding.

When the radio button is '2020 or Later', the page displays fields pertaining to Form W-4 (2020) as shown below. To help identify what values to enter there us numbering 1-6 next to the fields which have a corresponding number from the W-4 (2020).

| Federal Fo | orm W-4 Version 👔 | | | |
|--|---|---|------------------------------------|--------------------------------------|
| ● 2020 d | or Later | 2019 or Earlier | | |
| Federal W | ithholding Elements 👔 | | | |
| * | Special Withholding Tax Status | None | Ŧ | |
| | 1 *Tax Status | Single | Single | |
| | 2 | Multiple Jobs or Spouse Works | | |
| | 3 Dependent Amount | \$0.00 | | |
| | 4 Other Income | \$0.00 | | |
| | 5 Deductions | \$0.00 | | |
| | 6 Extra Withholding | \$0.00 | | |
| Head of #2. Step 2: Multiple Jobs or Spouse Works | Complete this step if you (1) hold more than also works. The correct amount of withholdin Do only one of the following. (a) Use the estimator at <i>www.irs.gov/W4App</i> (b) Use the Multiple Jobs Worksheet on page 3 at (c) If there are only two jobs total, you may ch is accurate for jobs with similar pay; other | arried and pay more than half the costs of keeping on one job at a time, or (2) are married filing jointly and your g depends on income earned from all of these jobs. for most accurate withholding for this step (and Steps 3–4); and enter the result in Step 4(c) below for roughly accurate withhol neck this box. Do the same on Form W-4 for the other job. This wise, more tax than necessary may be withheld | spouse or ding; or option | irself and a qualifying individual.) |
| # 3. | | | | |
| Step 3: | If your income will be \$2 | 200,000 or less (\$400,000 or less if marrie | d filing jointly): | |
| Claim Dependents | Multiply the number of | of qualifying children under age 17 by \$2,00 | 00► <u>\$</u> | |
| | Multiply the number | of other dependents by \$500 | . ► <u>\$</u> | |
| | Add the amounts above | and enter the total here | | 3 <mark>5</mark> |



#4 line 4(a), #5 line 4(b), #6 line 4(c)

| Step 4 optional): Other | (a) Other income (not from jobs). If you want tax withheld for other income you expect this year that won't have withholding, enter the amount of other income here. This may include interest, dividends, and retirement income |
|-------------------------------|--|
| djustments | (b) Deductions. If you expect to claim deductions other than the standard deduction and want to reduce your withholding, use the Deductions Worksheet on page 3 and |
| | enter the result here |
| | (c) Extra withholding. Enter any additional tax you want withheld each pay period . 4(c) \$ |

If you select '2020 or Later' and the effective date is before 01/01/2020, the following error message will be issued.

| Tax Data ? Find View All First (1 of 6 Last Company SOH State of Hawaii *Effective Date 1203/2019 Updated By Online Usr Date Last Updated 12/30/2019 Federal Form W-4 Version ? | | | | | | | |
|--|--|--|--|--|--|--|--|
| *Effective Date 12/03/2019 🗊 Updated By Online Usr Date Last Updated 12/30/2019 | | | | | | | |
| Updated By Online Usr Date Last Updated 12/30/2019 | | | | | | | |
| | | | | | | | |
| Federal Form W-4 Version (2) | | | | | | | |
| | | | | | | | |
| 2020 or Later 2019 or Earlier | | | | | | | |
| Message | | | | | | | |
| The inserted EffDt is not within the range of effective dates in the prior and subsequent rows. (15,47) The effective date in a row must fit into the sequence of other effective dates in the same scroll. It should be before the effective date of the row above it, and after the effective date of the row below it. | | | | | | | |

When the radio button is '2019 or Earlier', the page displays fields pertaining to Form W-4 (2019) as show below. *This is for informational purposes since all new entries post 01/01/2020 should be using '2020 or Later'*.

| Federal Form W-4 Version 👔 | | | | |
|--------------------------------|--|--|--|--|
| 2020 or Later | 2019 or Earlier | | | |
| Federal Withholding Elements 👔 | | | | |
| *Special Withholding Ta | Status None v | | | |
| *Ta | Status Single Single | | | |
| | \square Check here and select Single status if married but withholding at single rate. | | | |
| Withholding All | wances 0 | | | |
| Additional | Amount \$0.00 | | | |
| Additional Pe | eentage 0.000 | | | |