

## WEST VIRGINIA EMPLOYEE'S WITHHOLDING EXEMPTION CERTIFICATE

Print or Type Full Name \_\_\_\_\_

Social Security Number \_\_\_\_\_

Home Address \_\_\_\_\_

City or Town \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

1. If SINGLE, and you claim an exemption, enter "1", if you do not, enter "0" \_\_\_\_\_
2. If MARRIED, one exemption each for husband and wife if not claimed on another certificate. \_\_\_\_\_
- (a) If you claim both of these exemptions, enter "2" \_\_\_\_\_
- (b) If you claim one of these exemptions, enter "1" \_\_\_\_\_
- (c) If you claim neither of these exemptions, enter "0" \_\_\_\_\_
3. If you claim exemptions for one or more dependents, enter the number of such exemptions \_\_\_\_\_
4. Add the number of exemptions which you have claimed above and enter the total \_\_\_\_\_
5. If you wish to have your West Virginia Income Tax withheld using the new Optional Two Earner Percentage Method, check here ☐ \_\_\_\_\_
6. Additional withholding per pay period under agreement with employer \_\_\_\_\_ \$ \_\_\_\_\_

Note that special withholding allowances provided on Federal Form W-4 may not be claimed on your West Virginia Form WV/IT-104

I CERTIFY, under penalties provided by law, that the number of exemptions claimed in this certificate is not in excess of those to which I am entitled.

Date \_\_\_\_\_

Signature \_\_\_\_\_

NONRESIDENTS - SEE REVERSE SIDE