

RECONCILIATION OF  
EMPLOYER'S QUARTERLY RETURN OF TAX WITHHELD

FILE ON OR BEFORE  
January 31

1. Total number of employees as represented by employee's statements transmitted herewith	_____
2. Total payroll for the year	\$ _____
3. Less payroll not subject to tax	\$ _____
4. Payroll subject to tax	\$ _____
5. Withholding tax liability at 1% of line 4	\$ _____

First quarter ending March 31st	\$ _____
Second quarter ending June 30th	\$ _____
Third quarter ending Sept. 30th	\$ _____
Fourth quarter ending Dec. 31st	\$ _____
6. Total remitted for the year	\$ _____
7. If additional tax due is indicated, attach payment when filing.	\$ _____

INSTRUCTIONS FOR EMPLOYERS: Complete the top portion of this, attach or bundle carbon tear-off portion of commercially reproduced W-2 forms on which is shown the employer's name and address, the employee's name, address, earnings and tax withheld, along with Form W3-S.