

**2011 WITHHOLDING TAX RECONCILIATION
 FOR EMPLOYER'S MONTHLY/QUARTERLY
 RETURNS - FORM W-3**

REMITTANCES

TAXABLE WAGES			WITHHOLDING		
1. JANUARY					
2. FEBRUARY					
3. MARCH					
TOTAL 1ST QTR					
4. APRIL					
5. MAY					
6. JUNE					
TOTAL 2ND QTR					
7. JULY					
8. AUGUST					
9. SEPTEMBER					
TOTAL 3RD QTR					
10. OCTOBER					
11. NOVEMBER					
12. DECEMBER					
TOTAL 4TH QTR					

13. TOTAL NUMBER OF EMPLOYEES (W2S REQUIRED TO BE SUBMITTED ELECTRONICALLY ON CD OR DVD)..... # _____
 OR EXCEPTION REQUESTED (ATTACH EXPLANATION)
14. TOTAL PAYROLL FOR THE YEAR \$ _____
15. LESS PAYROLL NOT SUBJECT TO TAX (LIST/ATTACH EXPLANATION) \$ _____
16. PAYROLL SUBJECT TO THE TAX \$ _____
17. WITHHOLDING TAX LIABILITY @ 1.5% (0.015) \$ _____
- REMITTANCES (AMOUNTS FROM REMITTANCE SECTION)
- 1ST QTR \$ _____
- 2ND QTR \$ _____
- 3RD QTR \$ _____
- 4TH QTR \$ _____
18. **TOTAL** (ADD QUARTERS 1 THROUGH 4 FOR TOTAL REMITTANCES) \$ _____
19. **IF LINE 18 GREATER THAN 17, GO TO LINE 21.**
20. BALANCE DUE (LINE 17 LESS LINE 18) \$ _____
21. OVERPAYMENT - PROVIDE EXPLANATION (LINE 18 LESS LINE 17)..... \$ _____
- CREDIT TO NEXT YEAR _____ REFUND _____

 SIGNATURE PRINTED NAME & TITLE DATE

CREDIT CARD (CHECK ONE):   

CARD # _____ EXP. DATE _____

NAME ON CARD _____

SIGNATURE _____

THIS SPACE FOR TAX OFFICE USE ONLY

W2'S FILE PROCESSED