

Employee's Withholding Allowance Certificate Federal Form W-4

1. First name, middle initial, Last name	2. S.S. #:	3. marital status (note: If married, but legally seperated, or spouse is a nonresident alien, check the single box) <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withhold at higher single rate
Home address (number and street or rural route)	5. Total number of allowances you are claiming	
City or Town, State, and Zip code	6. Additional amount, if any, you want withheld from each paycheck	
4. If your last name differs from that on your Social Security Card, check here <input type="checkbox"/>	7. I claim exemption from withholding for 2001, and I certify that I meet both of the following conditions for exemption: + Last year I had a right to a refund of all Federal income tax because I had no tax liability and + This year I expect a refund of all Federal income tax withheld because I have no tax liability. If you meet both conditions, write "Exempt" here -----	
If checked, you must call 1-800-772-1213 for a new card.		
Under penalties of perjury, I certify that I am entitled to the number of withholding allowances claimed on this certificate, or I am entitled exempt status. (The form is not valid unless you sign it)		
Employee's signature		Date <u>3/26/2002</u>

Ohio University

Kentucky Employee's Withholding Exemption Certificate form K-4

First name, middle initial, Last name		Social Security No.	
	1/0		000-00-0000
Home address (number and street or rural route)	City or Town, State, and Zip code		
	1/0 0		
Under the penalties of perjury, I certify that the number of exemptions claimed on this certificate does not exceed the number to which I am entitled.			
1. Personal exemption for yourself, enter 1 if claimed			
2. If married, personal exemption for your spouse if not seperately claimed (enter 1 if claimed).....			
(a) If you claim both of these exemptions, enter "2"			
(b) If you claim ne of these exemptions, enter "1"			
(c) If you claim neither of these exemptions, enter "0"			
3a. Exemptions for age (applicable only to you and your spouse but not to dependents) (a) If you or your spouse will be over 65 years of age at the end of the year, and you claim this exemption enter "2"; if both will be over 65 and you claim both exemptions enter "4".....			
3b. Exemptions for blindness (aplicable only to you and your spouse but not to dependents) If you or your spouse are blind, and you claim this exemption, enter "2" ; if both are blind, and you claim both of these exemptions, enter "4"			
4. Exemptions for dependents.....		Date <u>3/26/2002</u>	
5. National Guard Exemption (see instruction 1)			
6. Exemptions for excess itemized deductions (form K-4A).....			
7. Add the exemptions which you have claimed above and enter the total.....		0	
8. Addition withholding per pay period under agreement with employer.....		Signature	