

IP 2010(7)

Table of Contents

| | |
|---|---|
| Why I Should Check My Withholding | 2 |
| When to Check My Withholding | 2 |
| How to Check My Withholding | 2 |
| Nonwage Income or Income Not Subject to Withholding | 2 |
| How to Increase My Withholding | 3 |
| How to Decrease My Withholding | 3 |
| Exempt From Connecticut Withholding | 3 |
| When Will My New Form CT-W4 Go Into Effect | 4 |
| Income Tax Worksheet 1 Instructions | 4 |
| Worksheet 1 | 5 |
| Worksheet 2 | 5 |
| Tables A, B, and C | 6 |
| Table A - Exemptions | |
| Table B - Connecticut Income Tax | |
| Table C - Personal Tax Credits | |
| Form CT-W4, <i>Employee's Withholding Certificate and Supplemental Withholding Table for Married Couples Filing Jointly</i> | 7 |

IP 2010(7)

Income Tax Withholding

Issued: 04/13/2010

Replaces: IP 2009(7)

Connecticut Income Tax Withholding Requirements for Connecticut Employees

Effective January 1, 2010, through December 31, 2010.

Is My Connecticut Withholding Correct?



Taxpayer information is available on our website at
www.ct.gov/DRS

Purpose

This publication assists you in checking your Connecticut income tax withholding and, if necessary, adjusting your withholding. You should check your withholding once a year or if your tax situation changes to ensure you have the correct amount of Connecticut income tax withheld from your wages. Any reference in this booklet to a spouse also refers to a party to a civil union recognized under Connecticut law or a spouse in a marriage recognized under Public Act 2009-13. For more information on civil unions recognized under Connecticut law, visit the Attorney General's website at www.ct.gov/ag for Attorney General Opinion 2005-024 and Attorney General Opinion 2008-019. See also **AN 2010(1)**, *Information for Married Individuals or Civil Union Partners Who Are Both Employed and File a Joint Connecticut Income Tax Return*.

Why I Should Check My Withholding

In general, your employer withholds Connecticut income tax from your wages according to the information you provided in completing **Form CT-W4**, *Employee's Withholding Certificate*. If the information you provided is no longer accurate, your employer may be withholding too much or too little Connecticut income tax from your wages. If too much tax is withheld, you lose the use of money that may not be returned to you until you file a return showing you overpaid the tax. If too little tax is withheld, you may be subject to interest in addition to any tax due even if you file your return and pay the tax you report on time. You may adjust your withholding at any time by completing and filing a new Form CT-W4 with your employer.

When to Check My Withholding

You should check your withholding early in the year and compare the total tax to be withheld from your pay for the year with what you expect your Connecticut income tax liability will be for the year. You should check your withholding again during the year if the tax laws change or if any of the following apply to you:

- Your Withholding Code changes;
- Your filing status is filing jointly* and both you and your spouse work. See below;
- You have more than one job at a time; **or**
- You have income not subject to Connecticut income tax withholding such as nonwage income including interest, dividends, and capital gains.

* Except as otherwise noted, filing jointly includes **filing jointly for federal and Connecticut** and **filing jointly for Connecticut only**. Likewise, filing separately includes **filing separately for federal and Connecticut** and **filing separately for Connecticut only**.

A taxpayer with an annual income between \$500,000 and \$999,999 who files jointly can choose either Withholding Code "C" or "D." If the taxpayer chooses Withholding Code

"D," over-withholding might occur. Use Worksheet 1 and 2 in this publication to help you determine if you need to adjust your withholding amount.

Spouses who are both employed and select Withholding Code "A" on Form CT-W4 may refer to the Supplemental Table, on Page 9, for a quick and easy guide on how to adjust their withholding. For a more precise calculation, follow the directions provided in the following sections.

How to Check My Withholding

You need a pay statement for a full pay period showing the amount of Connecticut income tax withheld **and** a copy of your most recently filed Form CT-W4. Your employer has your Form CT-W4 on file and can provide you with a copy. Once you have these documents:

1. Refer to Line 1 of your most recently filed Form CT-W4 to review your current Withholding Code.
 - a. If your Withholding Code for 2010 remains the same, see "2" below.
 - b. If your Withholding Code is **different**, complete a new Form CT-W4 using your correct Withholding Code.
Read all instructions for Form CT-W4 carefully to ensure your withholding is correct. File this form with your employer. It is **not** necessary to go on to "2" below.
2. Complete Worksheet 1 on Page 5 to estimate your total 2010 Connecticut income tax liability. Then complete Worksheet 2 to compare your projected total 2010 Connecticut income tax liability with your projected 2010 Connecticut income tax withholding.

Filing Jointly

If your filing status is filing jointly, you must combine your income with your spouse's income and combine your withholding with your spouse's withholding when completing the worksheets. See Form CT-W4 and instructions included in this publication.

New Hires

Contact your employer's payroll department to obtain the amount of Connecticut income tax to be withheld from your wages based on your Withholding Code.

Nonwage Income or Income Not Subject to Withholding

If you have nonwage income or income not subject to withholding, you may wish to make estimated income tax payments instead of increasing your withholding. **Informational Publication 2009(35)**, *Estimated Connecticut Income Taxes*, explains this option. Estimated income tax payments are made using **Form CT-1040ES**, *2010 Estimated Connecticut Income Tax Payment Coupon for Individuals*.

Caution

If you owe \$1,000 or more in Connecticut income tax after subtracting Connecticut income tax withheld, you may be subject to interest on the underpaid amount. Generally, if you do not prepay, in **timely** estimated tax payments or withholding, or both, **the lesser of 100% of the income tax shown on your 2009 Connecticut income tax return**, if you filed a 2009 Connecticut income tax return that covered a 12 month period, **or 90% of the income tax shown on your 2010 Connecticut income tax return**, you may owe interest at the rate of 1% per month or fraction of a month on the underpaid amount. To avoid interest charges, be sure your withholding is as accurate as possible.

How to Increase My Withholding

Before you complete Form CT-W4 on page 7, you should complete Worksheets 1 and 2 on Page 5 to help you determine if you need to change your withholding. Then complete the following steps to fill out your Form CT-W4:

1. Enter your Withholding Code on Line 1 of the new Form CT-W4;
2. Enter the amount from Line 8 of Worksheet 2 on Line 2 of the new Form CT-W4;
 - a. If there was an amount on Line 2 of your most recently filed Form CT-W4, add that amount to the amount on Line 8 of Worksheet 2 and enter the total on Line 2 of your new Form CT-W4.
 - b. If there was an amount on Line 3 of your most recently filed Form CT-W4, subtract that amount from the amount on Line 8 of Worksheet 2 and enter the new amount on Line 2 if a positive amount **or** on Line 3 if a negative amount.
3. Enter all other required information on Form CT-W4; **and**
4. Give the new Form CT-W4 to your employer. Keep a copy for yourself.

Example 1: If your previously-filed Form CT-W4 showed \$3 on Line 2, and Line 8 of Worksheet 2 shows you should increase your current withholding by \$5, enter \$8 on Line 2 of your **new** Form CT-W4.

More Than One Job

If you have more than one job, or your filing status is filing jointly and your spouse also works, you can adjust your withholding for one or more of the jobs. Apply the amount on Line 7 of Worksheet 2 to only one job or divide it between the jobs any way you wish. Divide the amount you apply to a job by the number of paydays remaining in 2010 for that job. This will give you the additional amount to enter on Line 2, or Line 3 for a reduced amount, of the new Form CT-W4 you will file for that job.

How to Decrease My Withholding

Before decreasing the amount to be withheld, be sure you have enough Connecticut income tax withheld to meet your projected Connecticut income tax liability. Underwithholding may result in interest charges. See IP 2009(35).

Before you complete Form CT-W4 on Page 7, you should complete Worksheets 1 and 2 on Page 5 to help you determine if you need to change your withholding. Then complete the following steps to fill out your Form CT-W4:

1. Enter your Withholding Code on Line 1 of the new Form CT-W4;
2. Enter the amount from Line 8 of Worksheet 2 on Line 3 of the new Form CT-W4;
 - a. If there was an amount on Line 2 of your most recently filed Form CT-W4, subtract that amount from the amount on Line 8 of Worksheet 2 and enter the difference on Line 2 if a positive amount **or** on Line 3 if a negative amount.
 - b. If there was an amount on Line 3 of your most recently filed Form CT-W4, add that amount to the amount on Line 8 of Worksheet 2 and enter the total on Line 3 of your new Form CT-W4.
3. Enter all other required information on Form CT-W4; **and**
4. Give the new Form CT-W4 to your employer. Keep a copy for yourself.

Example 2: If your previously-filed Form CT-W4 showed \$3 on Line 2, and Line 8 of Worksheet 2 shows you should decrease your current withholding by \$5, enter \$2 on Line 3 of your **new** Form CT-W4.

If too much Connecticut income tax is withheld in 2010, your overpayment of Connecticut income tax may be refunded to you when you file your 2010 Connecticut income tax return.

Exempt From Connecticut Withholding

You are exempt from Connecticut withholding if you expect to have no Connecticut income tax liability for the taxable year. You have no Connecticut income tax liability if your annual **gross income** is:

- \$12,000 or less and your filing status is filing separately;
- \$13,000 or less and your filing status is single;
- \$19,000 or less and your filing status is head of household; **or**
- \$24,000 or less and your filing status is filing jointly, or qualifying widow(er) with dependent child.

Gross Income means all income received in the form of money, goods, property, and services not exempt from

federal income tax and any additions to income required to be reported on **Form CT-1040**, *Connecticut Resident Income Tax Return*, or **Form CT-1040NR/PY**, *Connecticut Nonresident and Part-Year Resident Income Tax Return, Schedule 1, Modifications to Federal Adjusted Gross Income*.

To claim exemption from Connecticut withholding, you must enter Withholding Code “E” on Form CT-W4, Line 1.

Income for services performed by a military servicemember’s spouse who is in Connecticut solely to be with the servicemember serving in compliance with military orders is not deemed to be income from or connected with Connecticut sources unless the spouse’s state of residence is Connecticut.

A military servicemember’s spouse claiming exemption under the Military Spouses Residency Relief Act must claim the exemption on Form CT-W4. See **Informational Publication 2009(21)**, *Connecticut Income Tax Information for Armed Forces Personnel and Veterans*.

When Will My New Form CT-W4 Go Into Effect

If the change is for the current year, your employer must withhold on the basis of your new Form CT-W4 no later than the start of the first payroll period ending on or after the 30th day following the day on which you give your employer your new Form CT-W4. If the change is for next year, your new Form CT-W4 will not take effect until next year.

Income Tax Worksheet 1 - Instructions

Line 1: Enter the amount of federal adjusted gross income you expect in 2010. You may use federal Form 1040ES, Estimated Tax for Individuals, as a worksheet to determine your federal adjusted gross income. If you are a party to a civil union recognized under Connecticut law or a spouse in a marriage recognized under *Public Act 2009-13*, you must recalculate your federal adjusted gross income as if your filing status for federal income tax purposes were married filing jointly or married filing separately. Unless otherwise noted, any reference in these instructions to a spouse also refers to a party to a civil union.

Line 2: Enter your total estimated allowable Connecticut additions. See Form CT-1040 or Form CT-1040NR/PY, *Schedule 1, Modifications to Federal Adjusted Gross Income*, for information about allowable Connecticut modifications.

Line 4: Enter your total estimated allowable Connecticut subtractions. See Form CT-1040 or Form CT-1040NR/PY, *Schedule 1, Modifications to Federal Adjusted Gross Income*, for information about allowable Connecticut modifications.

Line 5: Nonresidents and Part-Year Residents Only: If your Connecticut source income is greater than your Connecticut adjusted gross income, enter your Connecticut source income on this line. See the instructions for Form CT-1040NR/PY for more information on Connecticut source income.

Line 6: To calculate your estimated Connecticut income tax, complete Lines 6a through 6f. Enter your Connecticut income tax on Line 6.

Line 7: Nonresidents and Part-Year Residents Only:

If your Connecticut source income is greater than or equal to your Connecticut adjusted gross income, enter 1.0000. If your Connecticut source income is **less than** your Connecticut adjusted gross income, complete the following calculation and enter the result on Line 7.

$$\frac{\text{Connecticut Source Income}}{\text{Connecticut Adjusted Gross Income}} = \text{Line 7}$$

(Line 5 of Worksheet 1)

Do not enter a number less than zero or greater than 1. If the result is less than zero, enter “0;” if greater than 1, enter 1.0000. Round to four decimal places.

Line 9: Residents and Part-Year Residents Only: Enter estimated allowable credit for income taxes paid to other jurisdictions. Enter “0” if not applicable. See the instructions for Form CT-1040 or Form CT-1040NR/PY, *Credit for Income Taxes Paid to Qualifying Jurisdictions*.

Line 11: If you expect to owe federal alternative minimum tax in 2010, you may also owe Connecticut alternative minimum tax. Enter your estimated Connecticut alternative minimum tax liability. See instructions for **Form CT-6251**, *Connecticut Alternative Minimum Tax Return - Individuals*.

Line 13: Enter your estimated allowable adjusted net Connecticut minimum tax credit. If you are not entitled to a credit, or if you entered an amount on Line 11, enter “0.” See instructions for **Form CT-8801**, *Credit for Prior Year Connecticut Minimum Tax for Individuals, Trusts, and Estates*.

Line 14: Subtract Line 13 from Line 12. Use this amount to complete Worksheet 2.

Worksheet 1

| Projected Income Tax Liability for 2010 Enter combined amounts if you expect your 2010 Connecticut income tax filing status to be filing jointly. See Page 4 for instructions. | | |
|---|-----|--|
| 1. Federal adjusted gross income (AGI) you expect in 2010: To determine this you may want to start with federal AGI on your last year's return and add or subtract your expected changes. | 1. | |
| 2. Allowable Connecticut additions: See <i>Income Tax Worksheet 1 - Instructions</i> , Page 4. | 2. | |
| 3. Add Line 1 and Line 2. | 3. | |
| 4. Allowable Connecticut subtractions: See <i>Income Tax Worksheet 1 - Instructions</i> , Page 4. | 4. | |
| 5. Connecticut adjusted gross income: Subtract Line 4 from Line 3. Nonresidents and part-year residents: Enter your income from Connecticut sources if greater than your Connecticut adjusted gross income. | 5. | |
| 6. Connecticut income tax | | |
| a. Enter the amount from Line 5 above. | 6a. | |
| b. Enter personal exemption from Table A - Exemptions, Page 6. | 6b. | |
| c. Connecticut taxable income: Subtract Line 6b from Line 6a. If less than zero, enter "0." | 6c. | |
| d. Connecticut income tax from Table B - Connecticut Income Tax, Page 6 | 6d. | |
| e. Enter credit percentage from Table C - Personal Tax Credits, Page 6. | 6e. | |
| f. Multiply the amount on Line 6d by the percentage on Line 6e. | 6f. | |
| Connecticut income tax: Subtract Line 6f from Line 6d. | 6. | |
| 7. Nonresidents and part-year residents only: See <i>Income Tax Worksheet 1 - Instructions</i> , Page 4. Residents enter 1.0000. | 7. | |
| 8. Multiply Line 7 by Line 6. | 8. | |
| 9. Credit for income taxes paid to other jurisdictions: See <i>Income Tax Worksheet 1 - Instructions</i> , Page 4. | 9. | |
| 10. Subtract Line 9 from Line 8. | 10. | |
| 11. Estimated Connecticut alternative minimum tax: See <i>Income Tax Worksheet 1 - Instructions</i> , Page 4. | 11. | |
| 12. Add Line 10 and Line 11. | 12. | |
| 13. Adjusted net Connecticut minimum tax credit: See <i>Income Tax Worksheet 1 - Instructions</i> , Page 4. | 13. | |
| 14. Subtract Line 13 from Line 12. This is your projected Connecticut income tax liability for 2010 . Enter here and on Line 1 of Worksheet 2. | 14. | |

Worksheet 2

| Projected Income Tax Withholding and Estimated Payments for 2010 Enter combined amounts if you expect your 2010 Connecticut filing status to be filing jointly. | | |
|--|----|--|
| 1. Enter your projected Connecticut income tax liability for 2010 from Line 14 of Worksheet 1. | 1. | |
| 2. Total Connecticut income tax withheld to date during 2010 from all of your jobs: You should be able to find your withholding to date on your last pay statement. | 2. | |
| 3. Connecticut income tax withholding expected for the rest of 2010: For each job, multiply the amount of Connecticut income tax now being withheld each payday by the number of paydays remaining in 2010 and enter the combined amount for all jobs. New hires: Multiply the amount of Connecticut income tax to be withheld for each payday by the number of paydays remaining in 2010. | 3. | |
| 4. Total projected Connecticut income tax withholding for all paydays in 2010: Add Line 2 and Line 3. | 4. | |
| 5. Enter estimated Connecticut income tax paid or expected to be paid for 2010 with Form CT-1040ES, and any overpayment applied from your 2009 Connecticut income tax return. | 5. | |
| 6. Total Connecticut withholding and estimated payments: Add Line 4 and Line 5. | 6. | |
| 7. Subtract Line 6 from Line 1. | 7. | |
| 8. Divide the amount on Line 7 by the number of paydays remaining in 2010 and enter the result. If the amount on Line 7 is a positive amount, you may be underwithheld. See <i>How to Increase My Withholding</i> on Page 3. If the amount on Line 7 is a negative amount, you may be overwithheld. See <i>How to Decrease My Withholding</i> on Page 3. | 8. | |

Table A - Exemptions for 2010 Taxable Year

Use the filing status that you expect to report on your 2010 tax return and your Connecticut AGI* from *Tax Calculation Schedule*, Line 1, to determine your exemption.

| Single | | | Filing Jointly or Qualified Widow(er) | | | Filing Separately | | | Head of Household | | |
|------------------|-----------------------|-----------|---------------------------------------|-----------------------|-----------|-------------------|-----------------------|-----------|-------------------|-----------------------|-----------|
| Connecticut AGI* | | Exemption | Connecticut AGI* | | Exemption | Connecticut AGI* | | Exemption | Connecticut AGI* | | Exemption |
| More Than | Less Than or Equal To | | More Than | Less Than or Equal To | | More Than | Less Than or Equal To | | More Than | Less Than or Equal To | |
| \$ 0 | \$26,000 | \$13,000 | \$ 0 | \$48,000 | \$24,000 | \$ 0 | \$24,000 | \$12,000 | \$ 0 | \$38,000 | \$19,000 |
| \$26,000 | \$27,000 | \$12,000 | \$48,000 | \$49,000 | \$23,000 | \$24,000 | \$25,000 | \$11,000 | \$38,000 | \$39,000 | \$18,000 |
| \$27,000 | \$28,000 | \$11,000 | \$49,000 | \$50,000 | \$22,000 | \$25,000 | \$26,000 | \$10,000 | \$39,000 | \$40,000 | \$17,000 |
| \$28,000 | \$29,000 | \$10,000 | \$50,000 | \$51,000 | \$21,000 | \$26,000 | \$27,000 | \$ 9,000 | \$40,000 | \$41,000 | \$16,000 |
| \$29,000 | \$30,000 | \$ 9,000 | \$51,000 | \$52,000 | \$20,000 | \$27,000 | \$28,000 | \$ 8,000 | \$41,000 | \$42,000 | \$15,000 |
| \$30,000 | \$31,000 | \$ 8,000 | \$52,000 | \$53,000 | \$19,000 | \$28,000 | \$29,000 | \$ 7,000 | \$42,000 | \$43,000 | \$14,000 |
| \$31,000 | \$32,000 | \$ 7,000 | \$53,000 | \$54,000 | \$18,000 | \$29,000 | \$30,000 | \$ 6,000 | \$43,000 | \$44,000 | \$13,000 |
| \$32,000 | \$33,000 | \$ 6,000 | \$54,000 | \$55,000 | \$17,000 | \$30,000 | \$31,000 | \$ 5,000 | \$44,000 | \$45,000 | \$12,000 |
| \$33,000 | \$34,000 | \$ 5,000 | \$55,000 | \$56,000 | \$16,000 | \$31,000 | \$32,000 | \$ 4,000 | \$45,000 | \$46,000 | \$11,000 |
| \$34,000 | \$35,000 | \$ 4,000 | \$56,000 | \$57,000 | \$15,000 | \$32,000 | \$33,000 | \$ 3,000 | \$46,000 | \$47,000 | \$10,000 |
| \$35,000 | \$36,000 | \$ 3,000 | \$57,000 | \$58,000 | \$14,000 | \$33,000 | \$34,000 | \$ 2,000 | \$47,000 | \$48,000 | \$ 9,000 |
| \$36,000 | \$37,000 | \$ 2,000 | \$58,000 | \$59,000 | \$13,000 | \$34,000 | \$35,000 | \$ 1,000 | \$48,000 | \$49,000 | \$ 8,000 |
| \$37,000 | \$38,000 | \$ 1,000 | \$59,000 | \$60,000 | \$12,000 | \$35,000 | and up | \$ 0 | \$49,000 | \$50,000 | \$ 7,000 |
| \$38,000 | and up | 0 | \$60,000 | \$61,000 | \$11,000 | | | | \$50,000 | \$51,000 | \$ 6,000 |
| | | | \$61,000 | \$62,000 | \$10,000 | | | | \$51,000 | \$52,000 | \$ 5,000 |
| | | | \$62,000 | \$63,000 | \$ 9,000 | | | | \$52,000 | \$53,000 | \$ 4,000 |
| | | | \$63,000 | \$64,000 | \$ 8,000 | | | | \$53,000 | \$54,000 | \$ 3,000 |
| | | | \$64,000 | \$65,000 | \$ 7,000 | | | | \$54,000 | \$55,000 | \$ 2,000 |
| | | | \$65,000 | \$66,000 | \$ 6,000 | | | | \$55,000 | \$56,000 | \$ 1,000 |
| | | | \$66,000 | \$67,000 | \$ 5,000 | | | | \$56,000 | and up | \$ 0 |
| | | | \$67,000 | \$68,000 | \$ 4,000 | | | | | | |
| | | | \$68,000 | \$69,000 | \$ 3,000 | | | | | | |
| | | | \$69,000 | \$70,000 | \$ 2,000 | | | | | | |
| | | | \$70,000 | \$71,000 | \$ 1,000 | | | | | | |
| | | | \$71,000 | and up | \$ 0 | | | | | | |

Table B - Connecticut Income Tax for 2010 Taxable Year

| Single or Filing Separately | Filing Jointly or Qualifying Widow(er) | Head of Household |
|---|---|---|
| If the amount on Line 3 of the Tax Calculation Schedule is: Less than or equal to \$10,000, multiply by .03. More than \$10,000, but less than or equal to \$500,000, multiply the amount over \$10,000 by .05 and add \$300. More than \$500,000, multiply the amount over \$500,000 by .065 and add \$24,800. | If the amount on Line 3 of the Tax Calculation Schedule is: Less than or equal to \$20,000, multiply by .03. More than \$20,000, but less than or equal to \$1,000,000, multiply the excess over \$20,000 by .05 and add \$600. More than \$1,000,000, multiply the excess over \$1,000,000 by .065 and add \$49,600. | If the amount on Line 3 of the Tax Calculation Schedule is: Less than or equal to \$16,000, multiply by .03. More than \$16,000, but less than or equal to \$800,000, multiply the excess over \$16,000 by .05 and add \$480. More than \$800,000, multiply the excess over \$800,000 by .065 and add \$39,680. |

Table C - Personal Tax Credits for 2010 Taxable Year

Use the filing status that you expect to report on your 2010 tax return and your Connecticut AGI*, from *Tax Calculation Schedule*, Line 1, to determine your decimal amount.

| Single | | | Filing Jointly or Qualified Widow(er) | | | Filing Separately | | | Head of Household | | |
|------------------|-----------------------|----------------|---------------------------------------|-----------------------|----------------|-------------------|-----------------------|----------------|-------------------|-----------------------|----------------|
| Connecticut AGI* | | Decimal Amount | Connecticut AGI* | | Decimal Amount | Connecticut AGI* | | Decimal Amount | Connecticut AGI* | | Decimal Amount |
| More Than | Less Than or Equal To | | More Than | Less Than or Equal To | | More Than | Less Than or Equal To | | More Than | Less Than or Equal To | |
| \$13,000 | \$16,300 | .75 | \$24,000 | \$30,000 | .75 | \$12,000 | \$15,000 | .75 | \$19,000 | \$24,000 | .75 |
| \$16,300 | \$16,800 | .70 | \$30,000 | \$30,500 | .70 | \$15,000 | \$15,500 | .70 | \$24,000 | \$24,500 | .70 |
| \$16,800 | \$17,300 | .65 | \$30,500 | \$31,000 | .65 | \$15,500 | \$16,000 | .65 | \$24,500 | \$25,000 | .65 |
| \$17,300 | \$17,800 | .60 | \$31,000 | \$31,500 | .60 | \$16,000 | \$16,500 | .60 | \$25,000 | \$25,500 | .60 |
| \$17,800 | \$18,300 | .55 | \$31,500 | \$32,000 | .55 | \$16,500 | \$17,000 | .55 | \$25,500 | \$26,000 | .55 |
| \$18,300 | \$18,800 | .50 | \$32,000 | \$32,500 | .50 | \$17,000 | \$17,500 | .50 | \$26,000 | \$26,500 | .50 |
| \$18,800 | \$19,300 | .45 | \$32,500 | \$33,000 | .45 | \$17,500 | \$18,000 | .45 | \$26,500 | \$27,000 | .45 |
| \$19,300 | \$19,800 | .40 | \$33,000 | \$33,500 | .40 | \$18,000 | \$18,500 | .40 | \$27,000 | \$27,500 | .40 |
| \$19,800 | \$21,700 | .35 | \$33,500 | \$40,000 | .35 | \$18,500 | \$20,000 | .35 | \$27,500 | \$34,000 | .35 |
| \$21,700 | \$22,200 | .30 | \$40,000 | \$40,500 | .30 | \$20,000 | \$20,500 | .30 | \$34,000 | \$34,500 | .30 |
| \$22,200 | \$22,700 | .25 | \$40,500 | \$41,000 | .25 | \$20,500 | \$21,000 | .25 | \$34,500 | \$35,000 | .25 |
| \$22,700 | \$23,200 | .20 | \$41,000 | \$41,500 | .20 | \$21,000 | \$21,500 | .20 | \$35,000 | \$35,500 | .20 |
| \$23,200 | \$27,100 | .15 | \$41,500 | \$50,000 | .15 | \$21,500 | \$25,000 | .15 | \$35,500 | \$44,000 | .15 |
| \$27,100 | \$27,600 | .14 | \$50,000 | \$50,500 | .14 | \$25,000 | \$25,500 | .14 | \$44,000 | \$44,500 | .14 |
| \$27,600 | \$28,100 | .13 | \$50,500 | \$51,000 | .13 | \$25,500 | \$26,000 | .13 | \$44,500 | \$45,000 | .13 |
| \$28,100 | \$28,600 | .12 | \$51,000 | \$51,500 | .12 | \$26,000 | \$26,500 | .12 | \$45,000 | \$45,500 | .12 |
| \$28,600 | \$29,100 | .11 | \$51,500 | \$52,000 | .11 | \$26,500 | \$27,000 | .11 | \$45,500 | \$46,000 | .11 |
| \$29,100 | \$52,000 | .10 | \$52,000 | \$96,000 | .10 | \$27,000 | \$48,000 | .10 | \$46,000 | \$74,000 | .10 |
| \$52,000 | \$52,500 | .09 | \$96,000 | \$96,500 | .09 | \$48,000 | \$48,500 | .09 | \$74,000 | \$74,500 | .09 |
| \$52,500 | \$53,000 | .08 | \$96,500 | \$97,000 | .08 | \$48,500 | \$49,000 | .08 | \$74,500 | \$75,000 | .08 |
| \$53,000 | \$53,500 | .07 | \$97,000 | \$97,500 | .07 | \$49,000 | \$49,500 | .07 | \$75,000 | \$75,500 | .07 |
| \$53,500 | \$54,000 | .06 | \$97,500 | \$98,000 | .06 | \$49,500 | \$50,000 | .06 | \$75,500 | \$76,000 | .06 |
| \$54,000 | \$54,500 | .05 | \$98,000 | \$98,500 | .05 | \$50,000 | \$50,500 | .05 | \$76,000 | \$76,500 | .05 |
| \$54,500 | \$55,000 | .04 | \$98,500 | \$99,000 | .04 | \$50,500 | \$51,000 | .04 | \$76,500 | \$77,000 | .04 |
| \$55,000 | \$55,500 | .03 | \$99,000 | \$99,500 | .03 | \$51,000 | \$51,500 | .03 | \$77,000 | \$77,500 | .03 |
| \$55,500 | \$56,000 | .02 | \$99,500 | \$100,000 | .02 | \$51,500 | \$52,000 | .02 | \$77,500 | \$78,000 | .02 |
| \$56,000 | \$56,500 | .01 | \$100,000 | \$100,500 | .01 | \$52,000 | \$52,500 | .01 | \$78,000 | \$78,500 | .01 |
| \$56,500 | and up | .00 | \$100,500 | and up | .00 | \$52,500 | and up | .00 | \$78,500 | and up | .00 |

* Form CT-1040NR/PY filers must use income from Connecticut sources if it exceeds Connecticut Adjusted Gross Income.

Form CT-W4 Employee's Withholding Certificate

Complete this form in blue or black ink only.

Employee Instructions

- Read instructions on Page 2 before completing this form.
- Select the filing status you expect to report on your Connecticut income tax return. See instructions.

- Choose the statement that best describes your gross income.
- Enter the *Withholding Code* on Line 1 below. Complete Lines 1 through 11.

| Filing Jointly * | Withholding Code |
|---|------------------|
| Our expected combined annual gross income is less than or equal to \$24,000 or I am claiming exemption under the Military Spouses Residency Relief Act (MSRRA) *** and no withholding is necessary. | E |
| My spouse is employed and our expected combined annual gross income is greater than \$24,000 and less than or equal to \$100,500. See <i>Certain Married or Civil Union Individuals</i> , Page 2. | A |
| My spouse is not employed and our expected combined annual gross income is greater than \$24,000. | C |
| My spouse is employed and our expected combined annual gross income is greater than \$100,500. | D |
| I have significant nonwage income and wish to avoid having too little tax withheld. | D |
| I am a nonresident of Connecticut with substantial other income. | D |
| Qualifying Widow(er) With Dependent Child | Withholding Code |
| My expected annual gross income is less than or equal to \$24,000 or I am claiming exemption under the MSRRA *** and no withholding is necessary. | E |
| My expected annual gross income is greater than \$24,000 and less than or equal to \$100,500. | A |
| My expected annual gross income is greater than \$100,500. | D |
| I have significant nonwage income and wish to avoid having too little tax withheld. | D |
| I am a nonresident of Connecticut with substantial other income. | D |

* **Filing jointly** includes filing jointly for federal **and** Connecticut and filing jointly for Connecticut only

| Filing Separately ** | Withholding Code |
|--|------------------|
| My expected annual gross income is less than or equal to \$12,000 or I am claiming exemption under the MSRRA *** and no withholding is necessary. | E |
| My expected annual gross income is greater than \$12,000. | A |
| I have significant nonwage income and wish to avoid having too little tax withheld. | D |
| I am a nonresident of Connecticut with substantial other income. | D |
| Single | Withholding Code |
| My expected annual gross income is less than or equal to \$13,000 and no withholding is necessary. | E |
| My expected annual gross income is greater than \$13,000. | F |
| I have significant nonwage income and wish to avoid having too little tax withheld. | D |
| I am a nonresident of Connecticut with substantial other income. | D |
| Head of Household | Withholding Code |
| My expected annual gross income is less than or equal to \$19,000 and no withholding is necessary. | E |
| My expected annual gross income is greater than \$19,000. | B |
| I have significant nonwage income and wish to avoid having too little tax withheld. | D |
| I am a nonresident of Connecticut with substantial other income. | D |

** **Filing separately** includes filing separately for federal and Connecticut **and** filing separately for Connecticut only

*** If you are claiming the Military Spouses Residency Relief Act (MSRRA) exemption, see instructions on Page 2.

Employees complete Lines 1 through 11. Sign and return Form CT-W4 to your employer. Keep a copy for your records.

1. Withholding Code: Enter *Withholding Code* letter chosen from above. 1.

2. Additional withholding amount per pay period: If any, see Page 3 instructions..... 2.

3. Reduced withholding amount per pay period: If any, see Page 3 instructions..... 3.

4. First name MI Last name

5. Home address

6. Social Security Number - -

7. City/town

8. State 9. ZIP code -

Check if you are claiming the MSRRA exemption

Declaration: I declare under penalty of law that I have examined this certificate and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for reporting false information is a fine of not more than \$5,000, or imprisonment for not more than five years, or both.

10. Employee's signature **X**

11. Date

M M D D Y Y

Employers complete Lines 12 through 20. See *Employer Instructions* on Page 2.

12. Is this a new or rehired employee? No Yes Enter the date of hire at right.

13. Employer's business name

14. Employer's business address

15. Federal Employer Identification Number -

16. City/town

17. State 18. ZIP code -

19. Contact person

20. Telephone number - -

Employee General Instructions

Form CT-W4, *Employees Withholding Certificate*, provides your employer with the necessary information to withhold the correct amount of Connecticut income tax from your wages to ensure that you will not be underwithheld or overwithheld.

You are required to pay Connecticut income tax as income is earned or received during the year. You should complete a new Form CT-W4 at least once a year or if your tax situation changes.

If your circumstances change, such as you receive a bonus or your filing status changes, you must furnish your employer with a new Form CT-W4 within ten days of the change.

Gross Income

For Form CT-W4 purposes, **gross income** means all income from all sources, whether received in the form of money, goods, property, or services, not exempt from federal income tax, and includes any additions to income from *Schedule 1* of **Form CT-1040**, *Connecticut Resident Income Tax Return* or **Form CT-1040NR/PY**, *Connecticut Nonresident and Part-Year Resident Return*.

Filing Status

Generally, the filing status you expect to report on your Connecticut income tax return is the same as the filing status you expect to report on your federal income tax return. However, special rules apply to married individuals who file a joint federal return but have a different residency status. Nonresidents and part-year residents should see the instructions to Form CT-1040NR/PY.

If you are a party to a civil union recognized under Connecticut law or a spouse in a marriage recognized under Public Act 2009-13, you must recalculate your federal adjusted gross income as if your filing status for federal income tax purposes were married filing jointly or married filing separately. Unless otherwise noted, any reference in these instructions to a spouse also refers to a party to a civil union.

Check Your Withholding

You may be underwithheld if any of the following apply:

- You have more than one job;
- You qualify under *Certain Married or Civil Union Individuals* and do not use the *Supplemental Table* on Page 3 and Page 4; **or**
- You have substantial nonwage income.

If you are underwithheld, you should consider adjusting your withholding or making estimated payments using **Form CT-1040ES**, *Estimated Connecticut Income Tax Payment Coupon for Individuals*. You may also select *Withholding Code "D"* to elect the highest level of withholding.

If you owe \$1,000 or more in Connecticut income tax over and above what has been withheld from your income for the prior taxable year, you may be subject to interest on the underpayment at the rate of 1% per month or fraction of a month.

You may be overwithheld if your combined annual income is more than \$500,000 but less than \$1,000,000 and your Connecticut filing status is filing jointly. To help determine if your withholding is correct, see **Informational Publication 2010(7)**, *Is My Connecticut Withholding Correct?*

Nonresident Employees Working Partly Within and Partly Outside of Connecticut

If you work partly within and partly outside of Connecticut for the same employer, you should also complete **Form CT-W4NA**, *Employee's Withholding or Exemption Certificate - Nonresident Apportionment*, and provide it to your employer. The information on Form CT-W4NA and Form CT-W4 will help your employer determine how much to withhold from your wages for services performed within Connecticut. To obtain Form CT-W4NA, visit the Department of Revenue Services (DRS) website at www.ct.gov/DRS or request the form from your employer. Any nonresident who expects to have no Connecticut income tax liability should choose *Withholding Code "E."*

Certain Married or Civil Union Individuals

If you are a married or civil union individual filing jointly and you and your spouse both select *Withholding Code "A,"* you may have too much or too little Connecticut income tax withheld from your pay. This is because

the phaseout of the personal exemption and credit is based on your combined incomes. The withholding tables cannot reflect your exact withholding requirement without considering the income of your spouse. To minimize this problem, use the *Supplemental Table* on Page 3 and Page 4 to adjust your withholding. You are not required to use this table. **Do not** use the supplemental table to adjust your withholding if you use the worksheet in IP 2010(7).

Armed Forces Personnel and Veterans

If you are a Connecticut resident, your armed forces pay is subject to Connecticut income tax withholding unless you qualify as a nonresident for Connecticut income tax purposes. If you qualify as a nonresident, you may request that no Connecticut income tax be withheld from your armed forces pay by entering *Withholding Code "E"* on Line 1.

Military Spouses Residency Relief Act

If you are claiming an exemption from Connecticut income tax under the MSRRA, you must provide your employer with a copy of your spouse's Leave and Earnings Statement (LES) and a copy of your non-military spouse ID.

See **Informational Publication 2009(21)**, *Connecticut Income Tax Information for Armed Forces Personnel and Veterans*.

Employer Instructions

For any employee who does not complete Form CT-W4, you are required to withhold at the 5% marginal rate without allowance for exemption, unless the highest marginal rate applies. You are required to keep Form CT-W4 in your files for each employee. See **Informational Publication 2010(1)**, *Connecticut Employer's Tax Guide, Circular CT*, for complete instructions.

Report Certain Employees Claiming Exemption From Withholding to DRS

Employers are required to file copies of Form CT-W4 with DRS for certain employees claiming "E" (no withholding is necessary). See IP 2010(1). Mail copies of Forms CT-W4 meeting the conditions listed in IP 2010(1) with **Form CT-941**, *Connecticut Quarterly Reconciliation of Withholding*, to DRS.

Report New and Rehired Employees to the Department of Labor (DOL)

New employees are workers not previously employed by your business, or workers rehired after having been separated from your business for more than six months.

Employers with offices in Connecticut or transacting business in Connecticut are required to report new hires to the DOL within 20 days of the date of hire.

New hires can be reported by:

- Using the Connecticut New Hire Reporting website at www.ctnewhires.com
- Faxing copies of completed Forms CT-W4 to **1-800-816-1108** or mail copies of completed Forms CT-W4 to:
CT Department of Labor
Office of Research, Form CT-W4
200 Folly Brook Boulevard
Wethersfield CT 06109

DOL may use information reported on this form in a manner consistent with its governmental powers and duties. For more information on DOL requirements or for alternative reporting options, visit the DOL website at www.ctdol.state.ct.us or call DOL at 860-263-6310.

For More Information

Call DRS during business hours, Monday through Friday:

- **1-800-382-9463** (Connecticut calls outside the Greater Hartford calling area only); **or**
- **860-297-5962** (from anywhere).

TTY, TDD, and Text Telephone users **only** may transmit inquiries 24 hours a day by calling 860-297-4911.

Forms and Publications

Visit the DRS website at www.ct.gov/DRS to download and print Connecticut tax forms and publications.

Supplemental Table for Qualifying Widow(er) With Dependent Child and Couples Filing Jointly - Effective January 1, 2010

For married or civil union couples who **both** select *Withholding Code "A"* on Form CT-W4 (combined income is \$100,500 or less).

Instructions

1. Reading across the top of the table, select the approximate annual wage income of one spouse. Reading down the left column, select the approximate annual wage income of the other spouse. See Page 4 for the continuation of this table.
2. At the intersection of the two numbers is an adjustment amount. **This is a yearly adjustment amount.**
3. To calculate the adjustment for each pay period, complete the following worksheet.

| | |
|--|-----------|
| A. Adjustment amount | 3A. _____ |
| B. Pay periods in a year: See pay period table. | 3B. _____ |
| C. Pay period adjustment: Divide Line 3A by Line 3B. | 3C. _____ |
4. If the adjustment is positive, enter the adjustment amount from Line 3C on Form CT-W4, Line 2, of one spouse. If the adjustment is negative, enter the adjustment amount in brackets from Line 3C on Form CT-W4, Line 3, of one spouse.

Pay Period Table

| If you are paid: | Pay periods in a year: |
|--------------------|------------------------|
| Weekly | 52 |
| Biweekly | 26 |
| Semi-monthly | 24 |
| Monthly | 12 |

| Annual Salary | 2,000 | 4,000 | 6,000 | 8,000 | 10,000 | 12,000 | 14,000 | 16,000 | 18,000 | 20,000 | 22,000 | 24,000 | 26,000 |
|---------------|--|---------|---------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 3,000 | 0 | 0 | 0 | 0 | 0 | 0 | (15) | (42) | (99) | (156) | (248) | (318) | (485) |
| 6,000 | 0 | 0 | 0 | 0 | 0 | 0 | (15) | (42) | (99) | (141) | (225) | (295) | (414) |
| 9,000 | 0 | 0 | 0 | 0 | 0 | 0 | (15) | (35) | (77) | (119) | (182) | (192) | (308) |
| 12,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (12) | (54) | (48) | (60) | (106) | (249) |
| 15,000 | (23) | (23) | (23) | (23) | (15) | 0 | 0 | 9 | 27 | 36 | (24) | (70) | (162) |
| 18,000 | (99) | (99) | (99) | (84) | (69) | (54) | (6) | 54 | 36 | 18 | (42) | 20 | (111) |
| 21,000 | (203) | (195) | (180) | (165) | (129) | (54) | (3) | 9 | (9) | 24 | 27 | 10 | (87) |
| 24,000 | (325) | (310) | (295) | (232) | (145) | (106) | (82) | (70) | 20 | 14 | 0 | 0 | (12) |
| 27,000 | (586) | (550) | (475) | (409) | (370) | (331) | (256) | (181) | (170) | (142) | (113) | (6) | 25 |
| 30,000 | (792) | (705) | (666) | (627) | (588) | (441) | (405) | (347) | (319) | (206) | (87) | 20 | 18 |
| 33,000 | (956) | (917) | (878) | (788) | (686) | (618) | (548) | (447) | (312) | (156) | (75) | 20 | 18 |
| 36,000 | (1,167) | (1,128) | (981) | (930) | (845) | (760) | (605) | (414) | (279) | (156) | (75) | 20 | 18 |
| 39,000 | (1,193) | (1,091) | (1,023) | (938) | (810) | (618) | (420) | (267) | (144) | (21) | 60 | 155 | 153 |
| 42,000 | (1,200) | (1,115) | (1,030) | (860) | (642) | (450) | (285) | (132) | (9) | 114 | 195 | 290 | 288 |
| 45,000 | (1,208) | (1,080) | (888) | (675) | (495) | (315) | (150) | 3 | 126 | 249 | 330 | 425 | 423 |
| 48,000 | (1,130) | (912) | (720) | (540) | (360) | (180) | (15) | 138 | 261 | 384 | 465 | 560 | 468 |
| 51,000 | (1,086) | (906) | (726) | (546) | (366) | (186) | (21) | 132 | 255 | 378 | 414 | 419 | 327 |
| 54,000 | (1,060) | (880) | (700) | (520) | (340) | (160) | 5 | 158 | 281 | 314 | 305 | 310 | 218 |
| 57,000 | (940) | (760) | (580) | (400) | (220) | (40) | 125 | 233 | 266 | 299 | 290 | 295 | 203 |
| 60,000 | (820) | (640) | (460) | (280) | (100) | 80 | 155 | 218 | 251 | 284 | 275 | 280 | 188 |
| 63,000 | (700) | (520) | (340) | (160) | (25) | 65 | 140 | 203 | 236 | 269 | 260 | 265 | 173 |
| 66,000 | (580) | (400) | (220) | (130) | (40) | 50 | 125 | 188 | 221 | 254 | 245 | 250 | 158 |
| 69,000 | (460) | (325) | (235) | (145) | (55) | 35 | 110 | 173 | 206 | 239 | 230 | 235 | 143 |
| 72,000 | (430) | (340) | (250) | (160) | (70) | 20 | 95 | 158 | 191 | 224 | 215 | 220 | 308 |
| 75,000 | (445) | (355) | (265) | (175) | (85) | 5 | 80 | 143 | 176 | 209 | 289 | 478 | 578 |
| 78,000 | (460) | (370) | (280) | (190) | (100) | (10) | 65 | 128 | 161 | 374 | 553 | 660 | |
| 81,000 | (475) | (385) | (295) | (205) | (115) | (25) | 50 | 202 | 419 | 644 | | | |
| 84,000 | (490) | (400) | (310) | (220) | (130) | (40) | 215 | 466 | 601 | | | | |
| 87,000 | (505) | (415) | (325) | (235) | (56) | 218 | 485 | | | | | | |
| 90,000 | (520) | (430) | (340) | (70) | 208 | 400 | | | | | | | |
| 93,000 | (535) | (356) | (82) | 200 | | | | | | | | | |
| 96,000 | (370) | (92) | 100 | | | | | | | | | | |
| 99,000 | (100) | | | | | | | | | | | | |
| | This table joins the table on Page 4. | | | | | | | | | | | | |

**Supplemental Table for Qualifying Widow(er) With Dependent Child and
Couples Filing Jointly - Effective January 1, 2010**

For married or civil union couples who **both** select *Withholding Code* "A" on Form CT-W4 (combined income is \$100,500 or less).

| Annual Salary | 28,000 | 30,000 | 32,000 | 34,000 | 36,000 | 38,000 | 40,000 | 42,000 | 44,000 | 46,000 | 48,000 | 50,000 | 52,000 | |
|---------------|--------|--------|--------|---------|--|---------|---------|---------|---------|---------|---------|--------|---------|--|
| 3,000 | (647) | (752) | (866) | (1,007) | (1,148) | (1,148) | (1,136) | (1,158) | (1,163) | (1,125) | (1,023) | (992) | (1,002) | |
| 6,000 | (525) | (666) | (807) | (948) | (981) | (1,020) | (1,025) | (1,030) | (950) | (822) | (720) | (722) | (732) | |
| 9,000 | (467) | (608) | (698) | (776) | (888) | (893) | (855) | (753) | (630) | (540) | (450) | (452) | (462) | |
| 12,000 | (408) | (441) | (570) | (665) | (760) | (680) | (552) | (450) | (360) | (270) | (180) | (182) | (192) | |
| 15,000 | (258) | (370) | (465) | (518) | (506) | (383) | (293) | (203) | (113) | (23) | 68 | 66 | 56 | |
| 18,000 | (224) | (319) | (329) | (291) | (279) | (189) | (99) | (9) | 81 | 171 | 261 | 259 | 249 | |
| 21,000 | (158) | (146) | (113) | (113) | (113) | (23) | 68 | 158 | 248 | 338 | 428 | 426 | 371 | |
| 24,000 | 8 | 20 | 20 | 20 | 20 | 110 | 200 | 290 | 380 | 470 | 560 | 468 | 368 | |
| 27,000 | 7 | 7 | 7 | 7 | 7 | 97 | 187 | 277 | 367 | 412 | 412 | 320 | 220 | |
| 30,000 | 0 | 0 | 0 | 0 | 0 | 90 | 180 | 270 | 270 | 270 | 270 | 178 | 78 | |
| 33,000 | 0 | 0 | 0 | 0 | 0 | 90 | 135 | 135 | 135 | 135 | 135 | 43 | (57) | |
| 36,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (92) | (192) | |
| 39,000 | 135 | 135 | 135 | 90 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (92) | (192) | |
| 42,000 | 270 | 270 | 180 | 90 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (92) | (192) | |
| 45,000 | 360 | 270 | 180 | 90 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (92) | (103) | |
| 48,000 | 360 | 270 | 180 | 90 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 88 | 176 | |
| 51,000 | 219 | 129 | 39 | (51) | (141) | (141) | (141) | (141) | (141) | (52) | 132 | 232 | | |
| 54,000 | 110 | 20 | (70) | (160) | (250) | (250) | (250) | (250) | (70) | 118 | 220 | | | |
| 57,000 | 95 | 5 | (85) | (175) | (265) | (265) | (176) | 8 | 200 | | | | | |
| 60,000 | 80 | (10) | (100) | (190) | (280) | (100) | 88 | 190 | | | | | | |
| 63,000 | 65 | (25) | (115) | (116) | (22) | 170 | | | | | | | | |
| 66,000 | 50 | (40) | 50 | 148 | 160 | | | | | | | | | |
| 69,000 | 124 | 218 | 320 | | | | | | | | | | | |
| 72,000 | 388 | 400 | | | | | | | | | | | | |
| | | | | | This table joins the table on Page 3. | | | | | | | | | |

(Rev. 04/10)

Effect on Other Documents: Informational Publication 2009(7), *Is My Connecticut Withholding Correct?*, is modified and superseded.

Effect of This Document: An Informational Publication issued by the Department of Revenue Services (DRS) addresses frequently-asked questions about a current position, policy, or practice, usually in a less technical question and answer format.

Related Forms and Publications

Form CT-1040, *Connecticut Resident Income Tax Return*

Form CT-1040NR/PY, *Connecticut Nonresident and Part-Year Resident Income Tax Return*

Form CT-1040ES, *2010 Estimated Connecticut Income Tax Payment Coupon for Individuals*

Form CT-W4NA, *Employee's Withholding Certificate - Nonresident Apportionment*

Informational Publication 2009(35), *Estimated Connecticut Income Taxes*

Informational Publication 2009(21), *Connecticut Income Tax Information for Armed Forces Personnel and Veterans*

Paperless Filing/Payment Methods (fast, easy, free, and confidential):

Business and individual taxpayers can use the **Taxpayer Service Center (TSC)** at www.ct.gov/TSC to file a variety of tax returns, update account information, and make payments online.

File Electronically: You can choose first-time filer information and filing assistance or log directly into the **TSC** to file returns and pay taxes.

Pay Electronically: You can pay taxes for tax returns that cannot be filed through the **TSC**. Log in and select the *Make Payment Only* option. Designate a payment date up to the due date of the tax and mail a paper return to complete the filing process.

DRS E-Alerts Service: Get connected to the latest news from DRS. Receive notification by email of changes to legislation, policies, and procedures. **DRS E-Alerts** provide information for employer's withholding tax, News – Press Releases, and Top 100 Delinquency List. Visit the DRS website at www.ct.gov/DRS and select *e-alerts* from the left navigation bar.

DRS Is Going Green ... And So Can You

E-Filing Is Green Filing

Eliminate the use of paper and fuel used to transport returns through the mail. File and pay electronically instead. Visit www.ct.gov/TSC to create an account and eliminate the paper clutter in your life.

Connecticut tax filers can file most tax returns, extensions, and estimates using the **Taxpayer Service Center (TSC)** at www.ct.gov/TSC for free.

Greener Money With Direct Deposit

Stop those paper checks and driving to the bank to deposit your Connecticut income tax refund by choosing direct deposit! **A direct deposit refund when filing through TSC is the fastest way to get your tax refund into your account!**

Green Means Stop ... Receiving Paper Returns

If you file a paper return using commercial software or a tax practitioner, check the box to stop receiving a paper return. Mark your electronic calendar to remind you to purchase new software or contact your preparer.

| | | | |
|----------|---|---|----------|
| Internet | Tax Information The <i>TSC</i> includes a comprehensive <i>FAQ</i> database with more than 600 searchable answers. Search by category, tax type, keyword, or phrase. | Forms and Publications Connecticut forms and publications may be viewed, downloaded, or printed by visiting www.ct.gov/DRS the DRS website. | Internet |
| Phone | For telephone assistance, call our Taxpayer Services Division at 1-800-382-9463 (Connecticut calls outside the Greater Hartford calling area only); or 860-297-5962 (from anywhere). | 1-800-382-9463 (Connecticut calls outside the Greater Hartford calling area only) and select Option 2 ; or 860-297-4753 (from anywhere). | Phone |
| Email | Send routine tax questions to drs@po.state.ct.us (do not send account related inquiries). For account-related questions, including bill and refund inquiries, use the Secure Mailbox feature by logging into the DRS electronic <i>TSC</i> . | Email requests, including your name, address (street, city, state, and ZIP code), and the name or number of the tax product to ctforms.drs@po.state.ct.us | Email |
| Walk-In | Free personal taxpayer assistance and forms are available by visiting our Hartford office at 25 Sigourney Street, Hartford CT. Walk-in assistance is available Monday through Friday, 8:30 a.m. to 4:00 p.m. Directions to DRS Hartford office are available using our phone menu or visiting the DRS website. If you require special accommodations, please advise the DRS representative. | | Walk-In |

Federal Tax Information

For questions about **federal taxes**, visit www.irs.gov or call the Internal Revenue Service (IRS) at 1-800-829-1040.
 To order **federal tax forms**, call 1-800-829-3676.

Statewide Services

Visit the *ConneCT* website at www.ct.gov for information on statewide services and programs.