



## W-4 Forms

An employee can change their W-4 withholding amounts online for both federal and state reporting.

Whizbang Public Schools  
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Phone: (218)111-2222

My Frequent Places  
Contract Information  
Flex Information  
Pay Stub  
TimeOff  
Year to Date Pay

Home  
My Information  
Payroll Items  
Contract Information  
Flex Information  
ACA Form 1095  
**W-4**  
W-2  
W-2 Information Sheet

**W-4**

Current Setup Change Withholding Federal History State History

	Status	Allowances	Additional Tax
Federal-W4	Single	1	0
MN-W4	Single	1	0

Federal Withholding Calculator MN Withholding Calculator

Current Setup **Change Withholding** Federal History State History

**+ Add New**

To make a change, click on the **Change Withholding** tab and **Add New**.

**W-4**

Federal Withholding Calculator MN Withholding Calculator

Current Setup **Change Withholding** Federal History State History

This change may take a few pay periods to become effective. Payoffs are paid June - August. If you are requesting tax withholding changes during that time frame, it may not become effective until after August.

☐ Minnesota law imposes a \$500 penalty on any employee who knowingly files an incorrect withholding allowance/exemption certificate. Under penalties of perjury, I declare that I have examined this certificate and, to the best of my knowledge and belief, it is true, correct, and complete. (This form is not valid unless an electronic signature is submitted.)

**Sign** **Cancel** View Blank Federal W-4 View Blank State W-4

An Electronic Signature is required. Prior to signing, you must read the disclaimer and check the box. You will be asked to authorize the change and verify your identity.

PLEASE NOTE: This change may take a few pay periods to become effective. Click on the **Change Withholding** tab to see if the change has been processed.

If the change has been processed in payroll, it will show in the **Federal History** and/or **State History** tabs.

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