

# 1993 Form W-4P



Department of the Treasury  
Internal Revenue Service

**What Is Form W-4P?** This form is for recipients of income from annuity, pension, and certain other deferred compensation plans to tell payers whether income tax is to be withheld and on what basis. The options available to the recipient depend on whether the payment is periodic or nonperiodic (including an eligible rollover distribution) as explained on page 3.

Recipients can use this form to choose to have no income tax withheld from the payment (except for eligible rollover distributions or payments to U.S. citizens delivered outside the United States or its possessions) or to have an additional amount of tax withheld.

**What Do You Need To Do?** Recipients who want no tax to be withheld can skip the worksheet below and go directly to the form at the bottom of this page. All others should complete lines A through F of the worksheet. Many recipients can stop at line F.

**Other Income?** If you have a large amount of income from other sources not subject to withholding (such as interest, dividends, or taxable social security), you should consider making estimated tax payments using **Form 1040-ES**, Estimated Tax for Individuals. Call 1-800-829-3676 for copies of Form 1040-ES, and **Pub. 505**, Tax Withholding and Estimated Tax.

**When Should I File?** File as soon as possible to avoid underwithholding problems.

**Multiple Pensions? More Than One Income?** To figure the number of allowances you may claim, combine allowances and income subject to withholding from all sources on one worksheet. You can file a Form W-4P with each pension payer, but do not claim the same allowances more than once. Your withholding will usually be more accurate if you claim all allowances on the largest source of income subject to withholding.

**Personal Allowances Worksheet** For 1993, the value of your personal exemption(s) is reduced if your income is over \$108,450 (\$162,700 if married filing jointly, \$135,600 if head of household, or \$81,350 if married filing separately). Get **Pub. 919**, Is My Withholding Correct for 1993? for details. Call 1-800-829-3676 to order this publication.

**A** Enter "1" for **yourself** if no one else can claim you as a dependent . . . . . **A** \_\_\_\_\_

**B** Enter "1" if:   
 {   
 • You are single and have only one pension; or   
 • You are married, have only one pension, and your spouse has no income subject to withholding; or   
 • Your income from a second pension or a job, or your spouse's pension or wages (or the total of all) is \$1,000 or less.   
 } . . . . . **B** \_\_\_\_\_

**C** Enter "1" for your **spouse**. You may choose to enter -0- if you are married and have either a spouse who has income subject to withholding or you have more than one source of income subject to withholding. (This may help you avoid having too little tax withheld.) . . . . . **C** \_\_\_\_\_

**D** Enter number of **dependents** (other than your spouse or yourself) you will claim on your return . . . . . **D** \_\_\_\_\_

**E** Enter "1" if you will file as a **head of household** on your tax return . . . . . **E** \_\_\_\_\_

**F** Add lines A through E and enter total here . . . . . **F** \_\_\_\_\_

• If you plan to itemize or claim other deductions and want to reduce your withholding, see the **Deductions and Adjustments Worksheet** on page 2.

• If you have more than one source of income subject to withholding or a spouse with income subject to withholding AND your combined earnings from all sources exceed \$30,000, or \$50,000 if you are married filing a joint return, see the **Multiple Pensions/More Than One Income Worksheet** on page 2 if you want to avoid having too little tax withheld.

• If **neither** of the above situations applies to you, **stop here** and enter the number from line F on line 2 of Form W-4P below.

For accuracy, do all worksheets that apply.

----- Cut here and give the certificate to the payer of your pension or annuity. Keep the top portion for your records. -----

Form <b>W-4P</b>  Department of the Treasury Internal Revenue Service	<h2>Withholding Certificate for Pension or Annuity Payments</h2>	OMB No. 1545-0415  <h1 style="font-size: 2em;">1993</h1>
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Type or print your full name	Your social security number
Home address (number and street or rural route)	Claim or identification number (if any) of your pension or annuity contract
City or town, state, and ZIP code	

**Complete the following applicable lines:**

- 1 I elect not to have income tax withheld from my pension or annuity. (Do not complete lines 2 or 3.) . . . . .
- 2 I want my withholding from each **periodic** pension or annuity payment to be figured using the number of allowances and marital status shown. (You may also designate an amount on line 3.) . . . . .  \_\_\_\_\_  
 Marital status:  Single  Married  Married, but withhold at higher Single rate (Enter number of allowances.)
- 3 I want the following additional amount withheld from each pension or annuity payment. **Note:** For periodic payments, you cannot enter an amount here without entering the number (including zero) of allowances on line 2 . . . . .  \$ \_\_\_\_\_

Your signature  \_\_\_\_\_ Date  \_\_\_\_\_

**Deductions and Adjustments Worksheet**

**NOTE:** Use this Worksheet only if you plan to itemize deductions or claim adjustments to income on your 1993 tax return.

1. Enter an estimate of your 1993 itemized deductions. These include: qualifying home mortgage interest, charitable contributions, state and local taxes (but not sales taxes), medical expenses in excess of 7.5% of your income, and miscellaneous deductions in excess of 2% of your income. (For 1993, you may have to reduce your itemized deductions if your income is over \$108,450 (\$54,225 if married filing separately). Get Pub. 919 for details.) . . . **1** \$ \_\_\_\_\_
2. Enter:  $\left\{ \begin{array}{l} \$6,200 \text{ if married filing jointly or qualifying widow(er)} \\ \$5,450 \text{ if head of household} \\ \$3,700 \text{ if single} \\ \$3,100 \text{ if married filing separately} \end{array} \right\}$  . . . . . **2** \$ \_\_\_\_\_
3. **Subtract** line 2 from line 1. If line 2 is greater than line 1, enter -0- . . . . . **3** \$ \_\_\_\_\_
4. Enter estimate of your 1993 adjustments to income. These include alimony paid and deductible IRA contributions . . . **4** \$ \_\_\_\_\_
5. **Add** lines 3 and 4 and enter the total . . . . . **5** \$ \_\_\_\_\_
6. Enter an estimate of your 1993 income not subject to withholding (such as dividends or interest income) **6** \$ \_\_\_\_\_
7. **Subtract** line 6 from line 5. Enter the result, but not less than zero . . . . . **7** \$ \_\_\_\_\_
8. **Divide** the amount on line 7 by \$2,500 and enter the result here. Drop any fraction . . . . . **8** \_\_\_\_\_
9. Enter the number from **Personal Allowances Worksheet**, line F, on page 1 . . . . . **9** \_\_\_\_\_
10. **Add** lines 8 and 9 and enter the total here. If you plan to use the **Multiple Pensions/More Than One Income Worksheet**, also enter the total on line 1 below. Otherwise **stop here** and enter this total on Form W-4P, line 2 on page 1 . . . . . **10** \_\_\_\_\_

**Multiple Pensions/More Than One Income Worksheet**

**NOTE:** Use this Worksheet only if the instructions under line F on page 1 direct you here. This applies if you (and your spouse if married filing a joint return) have more than one source of income subject to withholding (such as more than one pension, or a pension and a job, or you have a pension and your spouse works).

1. Enter the number from line F on page 1 (or from line 10 above if you used the **Deductions and Adjustments Worksheet**) . . . . . **1** \_\_\_\_\_
2. Find the number in **Table 1** below that applies to the **LOWEST** paying pension or job and enter it here **2** \_\_\_\_\_
3. If line 1 is **GREATER THAN OR EQUAL TO** line 2, **subtract** line 2 from line 1. Enter the result here (if zero, enter -0-) and on Form W-4P, line 2, page 1. **Do not** use the rest of this worksheet . . . . . **3** \_\_\_\_\_
4. If line 1 is **LESS THAN** line 2, enter -0- on Form W-4P, line 2, page 1, and enter the number from line 2 of this worksheet here . . . . . **4** \_\_\_\_\_
5. Enter the number from line 1 of this worksheet . . . . . **5** \_\_\_\_\_
6. **Subtract** line 5 from line 4 and enter the result here . . . . . **6** \_\_\_\_\_
7. Find the amount in **Table 2** below that applies to the **HIGHEST** paying pension or job and enter it here **7** \$ \_\_\_\_\_
8. **Multiply** line 7 by line 6 and enter the result here . . . . . **8** \$ \_\_\_\_\_
9. **Divide** line 8 by the number of pay periods in each year. (For example, divide by 12 if you are paid every month.) Enter the result here and on Form W-4P, line 3, page 1. This is the additional amount to be withheld from each payment . . . . . **9** \$ \_\_\_\_\_

**Table 1: Multiple Pensions/More Than One Income Worksheet**

Married Filing Jointly		All Others	
If amount from <b>LOWEST</b> paying pension or job is—	Enter on line 2, above	If amount from <b>LOWEST</b> paying pension or job is—	Enter on line 2, above
0 - \$3,000 . . . . .	0	0 - \$6,000 . . . . .	0
3,001 - 8,000 . . . . .	1	6,001 - 11,000 . . . . .	1
8,001 - 13,000 . . . . .	2	11,001 - 15,000 . . . . .	2
13,001 - 18,000 . . . . .	3	15,001 - 19,000 . . . . .	3
18,001 - 22,000 . . . . .	4	19,001 - 24,000 . . . . .	4
22,001 - 27,000 . . . . .	5	24,001 - 50,000 . . . . .	5
27,001 - 31,000 . . . . .	6	50,001 and over . . . . .	6
31,001 - 35,000 . . . . .	7		
35,001 - 40,000 . . . . .	8		
40,001 - 60,000 . . . . .	9		
60,001 - 85,000 . . . . .	10		
85,001 and over . . . . .	11		

**Table 2: Multiple Pensions/More Than One Income Worksheet**

Married Filing Jointly		All Others	
If amount from <b>HIGHEST</b> paying pension or job is—	Enter on line 7, above	If amount from <b>HIGHEST</b> paying pension or job is—	Enter on line 7, above
0 - \$50,000 . . . . .	\$350	0 - \$30,000 . . . . .	\$350
50,001 - 100,000 . . . . .	660	30,001 - 60,000 . . . . .	660
100,001 and over . . . . .	730	60,001 and over . . . . .	730

**Paperwork Reduction Act Notice.**—We ask for the information on this form to carry out the Internal Revenue laws of the United States. The Internal Revenue Code requires this information under sections 3405 and 6109 and their regulations. Failure to provide this information may result in inaccurate withholding on your payment(s).

The time needed to complete this form will vary depending on individual circumstances. The estimated average time is:

**Recordkeeping** . . . . . 40 min.  
**Learning about the law or the form** . . . . . 20 min.  
**Preparing the form** . . . . . 49 min.

If you have comments concerning the accuracy of these time estimates or suggestions for making this form more simple, we would be happy to hear from you. You can write to both the **Internal Revenue Service**, Washington, DC 20224, Attention: IRS Reports Clearance Officer, T:FP; and the **Office of Management and Budget**, Paperwork Reduction Project (1545-0415), Washington, DC 20503. **DO NOT** send the tax form to either of these offices. Instead, give it to your payer.

## Changes for 1993

Beginning on January 1, 1993, you will no longer have the option of claiming exemption from withholding for eligible rollover distributions from qualified pension or annuity plans (e.g., 401(k) pension plans) or tax sheltered annuity plans. See Pub. 505 for more details. Plan payers will be required to withhold 20% from all such distributions from qualified pension or tax sheltered annuity plans.

**Exception.** The only way to avoid this 20% withholding is to have the plan administrator transfer your distribution amount to an IRA or qualified pension or annuity plan in a **direct rollover**. See Pub. 505 for more information on how to make a direct rollover.

If you receive an eligible rollover distribution and roll over the entire amount within 60 days, it will not be taxable. However, because the plan payer must withhold 20% of the distribution, you would have to add this 20% from your own funds to the amount you received to roll over the entire amount of the distribution. For example, if you had a \$100,000 eligible rollover distribution, the plan administrator would withhold \$20,000 and you would receive \$80,000. To roll over the entire \$100,000 distribution, you would have to reinvest the \$80,000 you received plus \$20,000 from your own funds in an IRA or qualified pension plan within 60 days. You would recover the withheld \$20,000 when you file your next tax return.

If you rolled over only the amount received from the distribution, the remaining 20% (\$20,000 in the above example) would be taxable. In addition, you would be liable for an additional 10% excise tax on the taxable amount if you are under age 59½.

## Withholding From Pensions and Annuities

Generally, withholding applies to payments made from pension, profit-sharing, stock bonus, annuity, and certain deferred compensation plans; from individual retirement arrangements (IRAs); and from commercial annuities. The method and rate of withholding depends upon the kind of payment you receive.

**Periodic payments** from all of the items above are treated as wages for the purpose of withholding. A periodic payment is one that is includable in your income for tax purposes and that you receive in installments at regular intervals over a period of more than 1 full year from the starting date of the pension or annuity. The intervals can be annual, quarterly, monthly, etc.

You can use Form W-4P to change the amount of tax to be withheld by using lines 2 and 3 of the form or to exempt the payments from withholding by using line 1 of the form. This exemption from withholding does not apply to certain recipients who have payments delivered outside the United States or its possessions. See **Exemption From Income Tax Withholding** later.

**Caution:** *Remember that there are penalties for not paying enough tax during the year, either through withholding or estimated tax payments. New retirees, especially, should see Pub. 505. It explains the estimated tax requirements and penalties in detail. You may be able to avoid quarterly estimated tax payments by having enough tax withheld from your pension or annuity using Form W-4P.*

Unless you tell your payer otherwise, tax must be withheld on **periodic** payments if your pension or annuity is more than \$1,104 a month (\$13,250 a year).

There are some kinds of periodic payments for which you **cannot** use Form W-4P since they are already defined as wages subject to income tax withholding. Retirement pay for service in the Armed Forces of the United States generally falls into this category. Certain nonqualified deferred compensation plans and state and local deferred compensation plans described in section 457 also fall into this category. Your payer should be able to tell you whether Form W-4P will apply. Social security payments are not subject to withholding but may be includable in income.

For periodic payments, your certificate stays in effect until you change or revoke it. Your payer must notify you each year of your right to elect to have no tax withheld or to revoke your election.

**Nonperiodic payments** will have income tax withheld at a flat 10% rate unless the payment is an eligible rollover distribution.

Tax will be withheld from an eligible rollover distribution at a flat 20% rate, unless the entire distribution is transferred by the plan administrator in a direct rollover to an IRA or qualified pension plan. (See the **Changes for 1993** section above for more details.)

Distributions from an IRA that are payable upon demand are treated as nonperiodic payments. You can elect to have no income tax withheld from a nonperiodic payment, except for an eligible rollover distribution as discussed above, by filing Form W-4P with the payer and checking the box on line 1. Generally, your election to have no tax withheld will apply to any later payment from the same plan. You cannot use line 2 to change the way tax is withheld. But you may use line 3 to specify that an additional amount be withheld.

## Exemption From Income Tax Withholding

The election to be exempt from income tax withholding does not apply to any periodic payment or nonperiodic distribution that is delivered outside the United States or its possessions to a U.S. citizen or resident alien.

Other recipients who have these payments delivered outside the United States or its possessions can elect exemption only if an individual certifies to the payer that the individual is not: (1) a U.S. citizen or resident alien or (2) an individual to whom section 877 of the Internal Revenue Code applies (concerning expatriation to avoid tax). The certification must be made in a statement to the payer under the penalties of perjury. A nonresident alien who elects exemption from withholding under section 3405 is subject to withholding under section 1441.

## Revoking the Exemption From Withholding

If you want to revoke your previously filed exemption from withholding for periodic payments, file another Form W-4P with the payer. If you want tax withheld at the rate set by law, write "Revoked" by the checkbox on line 1 of the form. If you want tax withheld at any different rate, complete line 2 on the form.

If you want to revoke your previously filed exemption for nonperiodic payments, write "Revoked" by the checkbox on line 1 and file Form W-4P with the payer.

## Statement of Income Tax Withheld From Your Pension or Annuity

By January 31 of next year, you will receive a statement from your payer showing the total amount of your pension or annuity payments and the total income tax withheld during the year.