



Withholding Certificate for Pension or Benefit Payments

Form W-4P

Department of the Treasury Internal Revenue Service

2012

OMB no. 1545-0415

1. Information about you (please type or print)

Last name	First name	MI	MSRS ID or SS Number
Mailing address			
City		State	Zip code
Claim or identification number (if any) of your pension or benefit contract			

2. Withholding Information for Federal Income Tax

1. Check here if you do not want any federal income tax withheld from your pension or benefit.
(Do not complete lines 2 or 3.)
2. Total number of allowances and marital status you are claiming for withholding from each periodic pension or benefit payment. (You may also designate an additional dollar amount on line 3.) Enter number of allowances: _____
 Marital status Single Married Married, but withhold at higher single rate
3. Additional amount, if any, you want withheld from each pension or benefit payment. \$ _____
Note: For periodic payments, you cannot enter an amount here without entering the number (including zero) of allowances on line 2.

3. Withholding Information for Minnesota Income Tax

1. Check here if you do not want any state income tax withheld from your pension or benefit.
(Do not complete lines 2 or 3.)
2. Total number of allowances and marital status you are claiming for withholding from each periodic pension or benefit payment. (You may also designate an additional dollar amount on line 3.) Enter number of allowances: _____
 Marital status Single Married Married, but withhold at higher single rate
Note: Number of allowances cannot be more than number claimed for federal.
3. Additional amount, if any, you want withheld from each pension or benefit payment. \$ _____
Note: For periodic payments, you cannot enter an amount here without entering the number (including zero) of allowances on line 2.

4. Required signature

Signature _____ Date _____

Telephone number _____

Tax Information for Withholding Certificate

Federal tax on monthly benefit

You may withhold taxes on your benefit by filing a *W-4P* form with the Minnesota State Retirement System (MSRS). You may file a *Quarterly Report of Estimated Income Tax* form at anytime, instead of the *W-4P* form, to meet advance payment requirements on your tax liability. If you do not file a *W-4P*, the IRS regulations require MSRS to withhold taxes based on a filing status of married with three allowances. Federal withholding is taken from each benefit payment in which the taxable portion exceeds \$1,600.

Minnesota tax on monthly benefit

Minnesota income taxes affect only Minnesota residents and those who live in Minnesota more than six months per year.

Important notes about this tax form

- By checking the box at the end of line 1, sections 2 and 3, you instruct MSRS not to withhold for federal and/or Minnesota state income tax.
 - By filling in the number of allowances and marital status on line 2, sections 2 and 3, MSRS will withhold as designated for federal and/or Minnesota state income tax. The amount withheld is based on your monthly income from MSRS only.
 - By filling in the number of allowances on line 2, sections 2 and 3 with 99 and entering the amount you want withheld per month at the end of line 3, MSRS will withhold the flat dollar amount you designate for your federal and/or Minnesota state tax liability.
- NOTE: The number of allowances for the state cannot be more than what you claim for federal. If your state of residency changes, please notify MSRS in order to stop your Minnesota withholding.**
- If you live in Minnesota more than six months during the tax year, you owe Minnesota state income tax. If you live in Minnesota less than six months this year, you do not owe Minnesota state income tax.
 - Penalties may be added to your taxes if your federal withholding or estimated tax payment is too low.
 - You can change either federal and/or state withholding amount anytime online by visiting our website at www.msrs.state.mn.us, by writing, or calling MSRS.



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