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Notice to Employee

Do you have to file? Refer to the Form 1040 Instructions to determine if you are required to file a tax return. Even if you do not have to file a tax return, you may be eligible for a refund if box 2 shows an amount or if you are eligible for any credit

Earned income credit (EIC). You may be able to take the EIC for 2020 if your adjusted gross income (AGI) is less than a certain amount. The amount of the credit is based on income and family size. Workers without children could qualify for a smaller credit. You and any qualifying children must have valid social security numbers (SSNs). You cannot take the EIC if your investment income is more than the specified amount for 2020 or if income is earned for services provided while you were an inmate at a penal institution. For 2020 income limits and more information, visit www.irs.gov/eitc. Also see Pub.596, Earned Income Credit. Any EIC that is more than your tax liability is refunded to you, but only if you file a tax return.

Clergy and religious workers. If you are not subject to social security and Medicare taxes, see Pub. 517, Social Security and Other Information for Members of the Clergy and Religious Workers

Corrections. If your name, SSN, or address is incorrect, correct Copies B, C, and 2 and ask your employer to correct your employment record. Be sure to ask the employer to file Form W-2c, Corrected Wage and Tax Statement, with the Social Security Administration (SSA) to correct any name, SSN, or money amount error reported to the SSA on Form W-2. Be sure to get your copies of Form W-2 from your employer for all corrections made so you may file them with your tax return. If your name and SSN are correct but are not the same as shown on your social any SCA office or by calling 1-800-772-1213. You also may visit the SSA at www.socialsecurity.gov.

Cost of employer-sponsored health coverage (if such cost is provided by the employer). The reporting in Box 12, using Code DD, of the cost of employer-sponsored health coverage is for your information only. The amount reported with Code DD is not taxable

Credit for excess taxes. If you had more than one employer in 2020 and more than \$8537.40 in social security and/or Tier 1 railroad retirement (RRTA) taxes were withheld, you may be able to claim a credit for the excess against your federal income tax. If you had more than one railroad employer and more than \$5012.70 in Tier 2 RRTA tax was withheld, you also may be able to claim a credit. See your Form 1040 or Form 1040A instructions and Pub. 505, Tax Withholding and Estimated Tax.

(Also see Instructions for Employee on the back of Copy C.)

Instructions for Employee

Box 1. Enter this amount on the wages line of your tax return. Box 2. Enter this amount on the federal income tax withheld line of your tax return. Box 5. You may be required to report this amount on Form 8959,

Box 5. You may be required to report this amount on rom sess, Additional Medicare Tax. See Form 1040 instructions to determine if you are required to complete Form 3959. Box 6. This amount includes the 1.45% Medicare Tax withheld on all Medicare wages and tips shown in Box 5, as well as the 0.9% Additional Medicare Tax on any of those Medicare wages and tips above \$200,000.

Box 8. This amount is not included in boxes 1, 3, 5, or 7. For information on how to report tips on your tax return, see your Form 1040 instructions. Your must file Form 4137, Social Security and Medicare Tax on Urreported Tip Income, with your income tax return to report at least the allocated by amount urless you can prove that you received a smaller amount. If you amount urless you can prove that you received a smaller amount. If you amount urless you can prove that you received a smaller amount. If you have records that show the actual amount of the society of the society of the society of the society taken the allocated by the society of the society taken the allocated by the society of the society form(s) W-2 that your must report as income and on other tips you did not report to your enclose society record (used to figure your benefits). Box 8. This amount is not included in boxes 1. 3. 5. or 7. For

benefits). Box 9: If you are e-filing and if there is a code in this box, enter it when prompted by your software. This code assists the IRS in validating the W-2 data submitted with your return. The code is not entered on paper filed outputs

W-2 data submitted with your return. The code is not entered on paper-filled returns. Box 10. This amount includes the total dependent care benefits that your employer paid to you or incurred on your behaff (including amounts from a section 125 (cafeteria) plan). Any amount over \$5,000 is also included in box 1. Complete Form 2441. Child and Dependent Care Expenses, to compute any taxable and nontaxable amounts. Box 11. This amount is (a) reported in box 11 is a distribution made to you from a nonqualified deferred compensation or nongovernmental section 457(b) plan or (b) included in box 3 and/or 5 if it is a pirty part deferral under a nonqualified or section 457(b) plan hat became taxable for social security and Medicare taxes this year because there is no longer a substantial risk of forfeiture of your right to the deferred amount. This box should not be used if you had a deferral and distribution in the same calendar year. If you made a deferral and a distribution in the same calendar year, if you made a deferral and a distribution in the same calendar year, if you made a deferral and escurity Administration and give you a cory. Box 12. The following list explains the codes shown in box 12. You may need this information to complet you tax return. Elective deferrals (code D, E, F, and S) and designated Roth contributions (codes AA, BB, and EE) under all plana re generally intrus to a total of 15,500 (\$13,500 if you only have SIMPLE plans; \$22,500 for section 403(b) plans if you quely for the 15,900. Deferrals under code H are limited to 5,700. However, if you were at least age 50 in 2019, your employer may have allowed an additional deferral. For code G, the limit on elective deferrals may be higher for the last 3 years before you reach retiremet age. Contact your plan deferrals. For code, G, the limit on elective deferrals may be higher for the last 3 years before you meach retiremet age. Contact your plan administrator for more information. Amounts in excess of the overall liective deferrals, consider th filled returns. Box 10. This amount includes the total dependent care benefits that

B-Uncollected Medicare tax on tips. Include this tax on Form 1040. See "Other Taxes" in the Form 1040 instructions. C-Taxable cost of group-term life insurance over \$50.000 (included in boxes 1, 3 (up to social security wage base), and 5) D-Elective deferrais to a section 401(k) cash or deferred arrangement. Also includes deferrais under a SIMPLE retirement account that is part of a section 401(k) arrangement. E-Elective deferrais under a section 403(k) (asin y reduction SEP C-Elective deferrais and englose of the section 403(k) (asing veduction SEP C-Elective deferrais and englose contitutions (including nonelective deferrais) to a section 457(b) deferred compensation plan H-Elective deferrais to a genome on 51(c)(618(b)) tax-exempt organization plan. See "Adjusted Gross income" in the Form 1040 instructions for how to deduct. I-Montaxable sick pay (information on), not included in boxes 1, 3, or 6) see aquisted cross income in the Form 1040 instructions for how to deduct. — Nontaxels eick pay information only, not included in boxes 1, 3, or 5) K—20% excise tax on excess golden parachute payments. See "Other Taxes" in the Form 1040 instructions. L—Substantiated employee business expense reimbursements nontaxable) m-Uncollected social security or RRTA tax on taxable cost of grouptem life insurance over \$50,000 (dromer employees only). See "Other Taxes" in the Form 1040 instructions.

Form 1040 instructions. N=Uncollected Medicare tax on taxable cost of group-term life insurance over \$50,000 (former employees only). See "Other Taxes" in the Form 1040 instructions. P=Excludable moving expenser erimbursements paid directly to employee (not included in boxes 1, 3 or 5) Q=Nontaxable combat pay. See the instructions for Form 1040 or Form 1040A for details on reporting this amount. R=Employer contributions to your Archer MSA. Report on Form 8853, Archer MSAs and (non-term Care Insurance Contract).

MSAs and Long-Term Care Insurance Contracts. S—Employee salary reduction contributions under a section 408(p) SIMPLE plan (not included in tox 1) T—Adoption benefits (not included in box 1). Complete Form 8839, Qualified

L—Audylion beneficies (100 included in tox 1). Contract Point Boss, examined Adoption Expenses, to compute any taxable and nontaxable amounts. V—Income from exercise of nonstatutory stock option(s) (included in boxes 1, 3 (up to social security wage base), and 5). See Pub. 525 and instructions for Schedule D (Form 1040) for reporting requirements.

Schedule D (Form 1040) for reporting requirements. W—Employer contributions (including amounts the employee elected to contribute using a section 125 (caterriar) Jan) to your health savings account. Report on Form 8889, Health Savings Accounts (HSAs). Y—Deferrats under a section 409A nonqualified deferred compensation plan Z—income under a nonqualified deferred compensation plan that fails to satisfy section 409A. This amount is also included in box 1. It is subject to an additional 20% tax plus interest. See "Other Taxes" in the Form 1040 instructions.

additional 20% tax prosinterest. See Outer rakes in the rom-instructions. AA—Designated Roth contributions under a section 401(k) plan BB—Designated Roth contributions under a section 403(b) plan DD—Cost of employer-sponsored health coverage. The amount int reported with

DU—Cost or employer-sponsored nealm coverage. Ine amount reported with Code DD is not taxable. EE—Designated Roth contributions under a governmental section 457(b) plan. This amount does not apply to contributions under a taxexempt organization section 457(b) plan. FF-Permitted benefits under a qualified small employer health reimbursement

FF-Permitted benefits under a qualitied smail employer i researchers GG-Income from qualified equity grants under section 33(i) HH-Aggregate deferrais under section 33(i) etcolona so of the close of the clanetar year Box 13. If the 'Retirement plan' box is checked, special limits may apply to the amount of traditional IRA contributions you may deduct. See Pub. 530. Individual Retirement Arrangements (IRAs). Box 14. Employers may use this box to report information such as state disability instance taxes withheir Union dues, unform payments, health disability instance taxes withheir Union dues, unform payments, health disability instance taxes withheir Union dues, unform payments, health approxed as the second of the dergy's parsonage allowance and utilities. Raiticad employers use this box to report informatione and utilities, include tips reported by the employee to employer in raiticad retirement (RRTA) compensation.

compensation. Note: Keep Copy C of Form W-2 for at least 3 years after the due date for filing your income tax return. However, to help protect your social security benefits, keep Copy C until you begin receiving social security benefits, just in case there is a question about your work record and/or earnings in a particular year.