STATE OF LEGAL RESIDENCE AND EMPLOYEE'S WITHHOLDING CERTIFICATE FOR STATE TAXES

Name: (Last, First, MI)	Date of Birth:	Social Security #:

Mailing Address: (Street, Number, City, State and ZIP Code)

Legal Residence/Domicile: (City or County and State)

Marital Status: ☐ Single ☐ Married

Total No.# of Exemptions Claimed (if applicable)	Other Allowances (if applicable)

DATA REQUIRED BY THE PRIVACY ACT OF 1974

Authority:	Tax Reform Act of 1976, Public Law 94-455.
Purpose:	Information is required for determining the correct State of legal residence for purposes of withholding State Income taxes.
Mandatory or Voluntary Disclosure:	Disclosure is voluntary. If not provided, State income taxes will be withheld based on the tax laws of the State previously certified as your legal residence, or in the absence of prior certification, the tax laws of the applicable State based on your home of record.

INSTRUCTIONS FOR CERTIFICATION OF STATE OF LEGAL RESIDENCE

The purpose of this certificate is to obtain information with respect to your legal residence/domicile for the purpose of determining the State for which income taxes are to be withheld from you "wages' as defined by Section 3401(a) of the Internal Revenue Code of 1954. PLEASE READ INSTRUCTIONS CAREFULLY BEFORE SIGNING.

The terms *"legal residence and "domicile"* are essentially interchangeable. In brief, they are used to denote that place where you have your permanent home and to which, whenever you are absent, you have the intention of returning.

You should not confuse the State that is your *"home of record"* which your State of legal residence/domicile. Your *"home of record"* is used for fixing travel and transportation allowances. A "home of record" must be changed if it was erroneously or fraudulently recorded initially.

The formula of changing your State of legal residence/domicile is simply stated as follows: Physical presence in the new State with simultaneous intent of taking it your permanent home and abandonment of the old State of legal residence/domicile. In most cases you must actually reside in the new State at the time you form the intent to make it your permanent home. Such intent must be clearly indicated. Your intent to make the new State your permanent home may be indicated by certain actions such as (1) registering to vote; (2) purchasing residential property or an unimproved residential lot; (3) titling and registering your automobiles; (4) notifying the state of your previous legal residence/domicile of the change in your state of legal residence/domicile; and (5) preparing a new last will and testament that indicates your new state of legal residence/domicile. Finally, you must comply with the applicable tax laws of the State, which is your new legal residence/domicile.

I certify that, to the best of my knowledge and belief, I have met all the requirements for legal residence/domicile in the State claimed above that the information provided is correct.

SIGNATURE:	DATE: