

#### Instructions for Handwritten **Forms**

### **Guidelines**



Do not use red ink. Use blue or black ink.









Do not use dollar signs, commas, or other punction marks.





### **Printing**



Set page scaling to "none." The Auto-Rotate and Center checkbox should be unchecked.



Do not select "print on both sides of paper."



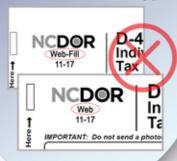
## **Before** Sending



Do not submit photocopies of returns. Submit originals only.



Do not mix form types.





# NCDOR Web 11-24 NC-4 EZ Employee's Withholding Allowance Certificate

|   | •  |  |  |  |  | ato  |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| Filing Status (Ch   | eck one box only)  | Single   | e or Mar   | ried Filing Separ  | rately   | Head of Househol   | d Married Filin  | g Jointly or Surviving Spouse  |  |  |  |  |  |  |  |
| Social Security Nur   | nber   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| First Name  |  |  |  |  | M.I.   | Last Name  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Address   |  |  |  |  |  |  |  | County (Enter first five letters)  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| City  |  |  |  |  |  | State  | Zip Code   | Country (If not U.S.)  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Instructions - Use Form NC-4 EZ if you:  Plan to claim the N.C. standard deduction Plan to claim the N.C. child deduction amount (but no other N.C. deductions) Do not plan to claim N.C. tax credits Qualify to claim exempt status (See Lines 3, 4, or 5 below) Important - If you plan to claim N.C. itemized deductions or plan to claim other N.C. deductions (other than the N.C. child deduction amount), you must complete Form NC-4. If you are a nonresident alien, you must complete Form NC-4 NRA. In general, a nonresident alien is an alien (not a U.S. citizen) who has not passed the green card test or the substantial presence test, see Publication 519, U.S. Tax Guide for Aliens.) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| to determine the i  | number of allow  |  |  |  |  |  | If you plan to claim the N.C. child deduction amount, use the table below for your filing status, amount of income, and number of children under age 17 to determine the number of allowances to enter on Line 1. For married taxpayers, only one spouse may claim the allowance for the N.C. child deduction amount for each child.   |  |  |  |  |  |  |  |  |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Single & M  | arried Filing S  | eparately  | ,  | He   | ead of   | Household  | Married Filing   | Jointly & Surviving Spouse   |  |  |  |  |  |  |  |
| Single & M<br>Income  | arried Filing S<br># of Children   |  |  | Ho<br>Income   |  | Household<br>f Children under age 17   |  | Jointly & Surviving Spouse  # of Children under age 17   |  |  |  |  |  |  |  |
|   |  | under ag   | je 17  |  | # o  |  | Income   |  |  |  |  |  |  |  |  |
|   | # of Children<br>1 2 3 4 5   | under ag   | je 17  |  | # o  | f Children under age 17  | Income   | # of Children under age 17 1 2 3 4 5 6 7 8 9 10  |  |  |  |  |  |  |  |
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| 0 - 20,000<br>20,001 - 30,000<br>30,001 - 40,000<br>40,001 - 50,000<br>50,001 - 60,000<br>60,001 - 70,000<br>70,001 and over  | # of Children  1 2 3 4 5  # of Allo  1 2 3 4 6  1 2 3 4 5  0 1 2 3 4  0 1 1 2 3  0 0 1 1 2  0 0 0 0 1  0 0 0 0 0  er of allowance  | under ag<br>6 7 8<br>owances<br>7 8 9<br>6 7 8<br>4 5 6<br>3 4 4<br>2 2 3<br>1 1 1<br>0 0 0  | 9 10 10 12 9 10 7 8 5 6 3 4 1 2 0 0  | 0 - 30,00<br>30,001 - 45,00<br>45,001 - 60,00<br>60,001 - 75,00<br>75,001 - 90,00<br>90,001 - 105,00<br>105,000 and ove  | # or 1 2 2 0 1 2 0 0 1 2 0 0 1 2 0 0 0 1 0 0 0 0   | f Children under age 17 3  4  5  6  7  8  9  10 # of Allowances 2  3  4  6  7  8  9  10  12 2  3  4  5  6  7  8  9  10  12 2  3  4  5  6  7  8  9  10 1  2  3  4  4  5  6  7  8 1  1  2  3  3  4  4  5  6 1  1  2  3  3  4  4  5  6 1  1  2  3  3  4  4  5  6 1  1  2  3  3  4  4  5  6 1  1  1  2  2  2  3  3  4 2  0  0  0  1  1  1  1  1  1  2 3  0  0  0  0  0  0  0  0  0  0  | 0 - 40,000<br>40,001 - 60,000<br>60,001 - 80,000<br>80,001 - 100,000<br>100,001 - 120,000<br>120,001 - 140,000<br>140,001 and over   | # of Children under age 17  1 2 3 4 5 6 7 8 9 10  # of Allowances  1 2 3 4 6 7 8 9 10 12  1 2 3 4 5 6 7 8 9 10  0 1 2 3 4 5 6 7 8 9 10  0 1 2 3 4 4 5 6 7 8  0 1 1 2 3 3 4 4 5 6  0 0 1 1 2 2 2 3 3 4  0 0 0 0 0 1 1 1 1 1 2  0 0 0 0 0 0 0 0 0 0 0  |  |  |  |  |  |  |  |
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form to the Department. If you furnish your employer with an Employee's Withholding Allowance Certificate that contains information which has no reasonable basis and results in a lesser amount of tax being withheld than would have been withheld had you furnished reasonable information, you are subject to a penalty of 50% of the amount not properly withheld.

Employee's Signature

I certify, under penalties provided by law, that I am entitled to the number of withholding allowances claimed on Line 1 above, or if claiming exemption from withholding, that I am entitled to claim the exempt status on Lines 3, 4, or 5, whichever applies.

Date