



NJ RESIDENT EMPLOYEE – STATE WITHHOLDING INFORMATION & ELECTIONS

Employee Name: _____

La Salle ID #: _____ Contact Phone #: _____

BACKGROUND

Pennsylvania has reciprocal agreements with six states: Indiana, Maryland, Ohio, **New Jersey**, Virginia, and West Virginia. Under these agreements, one state will not tax the others’ residents on employee compensation that is subject to employer withholding. This means we are able to withhold state tax for you in the state you live (NJ), not the state you work (PA).

In order to participate in reciprocity, La Salle University must withhold NJ tax and have a completed form REV-419EX for each NJ employee. We must also provide you with form NJ-W4. Completion of this form is optional, however if the form is not completed and NJ tax must be withheld, your withholdings for NJ will follow your federal W-4 elections.

Additionally, because we are a Philadelphia based employer, we withhold 3.4567% of your income in city wage tax for non-residents of Philadelphia. If you meet certain criteria outlined in Step 2 below, you can elect to have no additional NJ state tax withheld, as you can utilize the Philadelphia wage tax as a credit for your NJ income tax liability.

STEP ONE: OPT OUT OF PA INCOME TAX WITHHOLDING

_____ I declare I am a resident of the state of NJ and want La Salle to withhold income tax for NJ instead of PA. If yes, check here and complete PA form REV-419EX selecting exemption C. Because this form contains your social security number, bring to the Finance & Administration building to the attention of the Payroll Department.

STEP TWO: DETERMINE WHETHER NJ INCOME TAX NEEDS TO BE WITHHELD

_____ I declare I am employed totally outside the state of NJ (i.e. La Salle University is my only employer, or all of my employers are located outside of NJ.

_____ I anticipate the withholdings for city wage tax of Philadelphia will equal or exceed any withholding required for NJ and on that basis, I request no additional NJ income tax to be withheld.

If **both** of the above boxes are checked, no additional paperwork is required. You will have no NJ income tax withholding from your University wages. Any NJ state income tax liability will be your responsibility. You may be required to make estimated tax payments. See Additional Resources below.

If one of the above boxes is not applicable, proceed to Step 3 below.

STEP THREE: IF NJ INCOME TAX NEEDS TO BE WITHHELD, DETERMINE RATE

_____ I elect to complete form NJ-W4 to determine my NJ state tax withholding. Because this form contains your social security number, bring to the Finance & Administration building to the attention of the Payroll Department.

_____ I do not wish to complete form NJ-W4, however I am subject to NJ income tax withholdings. Therefore, the University will utilize my Federal form W-4 to determine NJ withholding on my behalf.

ADDITIONAL RESOURCES

- <https://www.state.nj.us/treasury/taxation/njit20.shtml> (NJ Estimated Tax Payment information)
- <https://www.state.nj.us/treasury/taxation/njit14.shtml> (NJ Tax Credit for Amounts paid to other Jurisdictions)
- <https://www.state.nj.us/treasury/taxation/njit25.shtml> (NJ PA Reciprocal Tax Agreement)
- <https://www.revenue.pa.gov/Pages/default.aspx> (PA Department of Revenue)

Employee Signature: _____ Date: _____

REV-419 EX (05-10)
**Employee's Nonwithholding
 Application Certificate** **20**
 PA DEPARTMENT OF REVENUE

OFFICIAL USE ONLY

Purpose. Complete Form REV-419 so that your employer can withhold the correct Pennsylvania personal income tax from your pay. Complete a new Form REV-419 every year or when your personal or financial situation changes. Photocopies of this form are acceptable.

Note: Unless the state of residence changes, residents of the reciprocal states listed in the next paragraph do not need to refile this application every year.

Who is Eligible for Nonwithholding? You may be entitled to nonwithholding of PA personal income tax if you incurred no liability for income tax the preceding tax year and/or you anticipate that you will incur no liability for income tax during the current tax year, according to the Special Tax Provisions of section 304 of the Tax Reform Code, the Servicemember Civil Relief Act (SCRA) or as a resident of the reciprocal state of Indiana, Maryland, New Jersey, Ohio, Virginia or West Virginia and your employer agrees to withhold the income tax from that state.

When to Claim? File this certificate with your employer as soon as you determine you are entitled to claim nonwithholding. You must file a certificate each year you are eligible (see Note above for an exception). If you are employed by more than one employer you must file a separate REV-419 with each employer.

Responsibilities of Employee. You must revoke this certification within 10 days from the day you anticipate you will incur PA personal income tax liability for the current tax year. To discontinue or revoke this certification, submit notification in writing to your employer. Claimants who qualify for complete Tax Forgiveness under section 304 of the Tax Reform Code must file a PA-40, Pennsylvania Personal Income Tax Return, and Schedule SP to claim Tax Forgiveness even if they are eligible for nonwithholding.

Under the SCRA, as amended by the Military Spouses Residency Relief Act, you may be exempt from PA personal income tax on your wages if (i) your spouse is a member of the armed forces present in PA in compliance with military orders; (ii) you are present in PA solely to be with your spouse; and (iii) you and your spouse both maintain the same domicile (state residency) in another state. If you claim exemption under the SCRA, enter your state of domicile (legal residence) on Line d below and attach a copy of your spousal military identification card and your spouse's current military orders to form REV-419.

Responsibilities of Employer.

If you agree not to withhold PA tax because your employee is a resident of a reciprocal state, you must withhold the other state's tax.

Retain Form REV-419 with your records. You are required to submit a copy of this certificate

and accompanying attachments to the PA DEPARTMENT OF REVENUE, BUREAU OF BUSINESS TRUST FUND TAXES, PO BOX 280904, HARRISBURG, PA 17128-0904, when:

1. you have reason to believe this certificate is incorrect;
2. the PA taxable gross compensation of any employee who claimed either exemption from nonwithholding a or b below exceeds \$1,625 for any quarter;
3. the employee claims an exemption from withholding on the basis of residence in a reciprocal state (Indiana, Maryland, New Jersey, Ohio, Virginia or West Virginia) and therefore, you agree to withhold income tax of the employee's state of residence; or
4. the employee claims an exemption from withholding under the SCRA as amended by the Military Spouses Residency Relief Act.

Department's Responsibility. Upon receipt of any exemption application, the department will make a determination and notify the employer if a change is required. If the department disapproves the application, the employer must immediately commence withholding at the regular rate. Once a certificate is revoked by the department, the employer must send any new application received from the employee to the department for approval before implementing the nonwithholding.

Please print or type. A fill-in form may be obtained from www.revenue.state.pa.us.

Employee name: first, middle initial, last	Social Security Number	Telephone Number
Street Address City, State, ZIP	Tax Year (not necessary if checking Box c below)	

I claim exception from withholding because I do not expect to owe Pennsylvania personal income tax due to the reason(s) checked below:

- Last year I qualified for Tax Forgiveness of my PA personal income tax liability and had a right to a full refund of all income tax withheld.
- This year I expect to qualify for Tax Forgiveness of my PA personal income tax liability and expect to have a right to a full refund of all income tax withheld.
- I declare I am a resident of the reciprocal state checked below:
 INDIANA MARYLAND NEW JERSEY OHIO VIRGINIA WEST VIRGINIA
 and that pursuant to the reciprocal tax agreement between that state and PA, I claim an exemption from withholding of PA personal income tax and authorize my employer to withhold income tax for my resident state on compensation paid to me in the Commonwealth of Pennsylvania.
- I certify I am a legal resident of the state of _____ and am not subject to Pennsylvania withholding because I meet the requirements set forth under the Servicemembers Civil Relief Act, as amended by the Military Spouses Residency Relief Act.

Under penalties of perjury, I certify that I did not incur any Pennsylvania personal income tax liability during the preceding tax year and/or I do not expect to incur any liability during the current tax year based on the reason(s) indicated above.

Employee Signature	Date
Employer Name	Federal Employer Identification Number
Business Address	Telephone Number
City, State, ZIP	
Employer's Signature	Employee's Quarterly Compensation (not required for applicants checking Box c or d above) \$

RATE TABLES FOR WAGE CHART

The rate tables listed below correspond to the letters in the Wage Chart on the front page. Use these to estimate the amount of withholding that will occur if you choose to use the wage chart. Compare this to your estimated income tax liability for your New Jersey Income Tax return to see if this is the correct amount of withholding that you should have.

RATE "A"										
WEEKLY PAYROLL PERIOD (Allowance \$19.20)					ANNUAL PAYROLL PERIOD (Allowance \$1,000)					
If the amount of taxable wages is:		The amount of income tax to be withheld is:			If the amount of taxable wages is:		The amount of income tax to be withheld is:			
Over	But Not Over	Of Excess Over			Over	But Not Over	Of Excess Over			
\$ 0	\$ 385	1.5%			\$ 0	\$ 0	\$ 20,000	1.5%		
\$ 385	\$ 673	\$ 5.77	+ 2.0%	\$ 385	\$ 20,000	\$ 35,000	\$ 300.00	+ 2.0%	\$ 20,000	
\$ 673	\$ 769	\$ 11.54	+ 3.9%	\$ 673	\$ 35,000	\$ 40,000	\$ 600.00	+ 3.9%	\$ 35,000	
\$ 769	\$ 1,442	\$ 15.29	+ 6.1%	\$ 769	\$ 40,000	\$ 75,000	\$ 795.00	+ 6.1%	\$ 40,000	
\$ 1,442	\$ 9,615	\$ 56.35	+ 7.0%	\$ 1,442	\$ 75,000	\$ 500,000	\$ 2,930.00	+ 7.0%	\$ 75,000	
\$ 9,615	\$ 96,154	\$ 628.46	+ 9.9%	\$ 9,615	\$ 500,000	\$ 5,000,000	\$ 32,680.00	+ 9.9%	\$ 500,000	
\$ 96,154		\$ 9,195.77	+ 15.6%	\$ 96,154	\$ 5,000,000		\$ 478,180.00	+ 15.6%	\$ 5,000,000	

RATE "B"									
WEEKLY PAYROLL PERIOD (Allowance \$19.20)					ANNUAL PAYROLL PERIOD (Allowance \$1,000)				
If the amount of taxable wages is:		The amount of income tax to be withheld is:			If the amount of taxable wages is:		The amount of income tax to be withheld is:		
Over	But Not Over	Of Excess Over			Over	But Not Over	Of Excess Over		
\$ 0	\$ 385	1.5%			\$ 0	\$ 20,000	1.5%		
\$ 385	\$ 962	\$ 5.77	+ 2.0%	\$ 385	\$ 20,000	\$ 50,000	\$ 300.00	+ 2.0%	\$ 20,000
\$ 962	\$ 1,346	\$ 17.31	+ 2.7%	\$ 962	\$ 50,000	\$ 70,000	\$ 900.00	+ 2.7%	\$ 50,000
\$ 1,346	\$ 1,538	\$ 27.69	+ 3.9%	\$ 1,346	\$ 70,000	\$ 80,000	\$ 1,440.00	+ 3.9%	\$ 70,000
\$ 1,538	\$ 2,885	\$ 35.19	+ 6.1%	\$ 1,538	\$ 80,000	\$ 150,000	\$ 1,830.00	+ 6.1%	\$ 80,000
\$ 2,885	\$ 9,615	\$ 117.31	+ 7.0%	\$ 2,885	\$ 150,000	\$ 500,000	\$ 6,100.00	+ 7.0%	\$ 150,000
\$ 9,615	\$ 96,154	\$ 588.46	+ 9.9%	\$ 9,615	\$ 500,000	\$ 5,000,000	\$ 30,600.00	+ 9.9%	\$ 500,000
\$ 96,154		\$ 9,155.77	+ 15.6%	\$ 96,154	\$ 5,000,000		\$ 476,100.00	+ 15.6%	\$ 5,000,000

RATE "C"									
WEEKLY PAYROLL PERIOD (Allowance \$19.20)					ANNUAL PAYROLL PERIOD (Allowance \$1,000)				
If the amount of taxable wages is:		The amount of income tax to be withheld is:			If the amount of taxable wages is:		The amount of income tax to be withheld is:		
Over	But Not Over	Of Excess Over			Over	But Not Over	Of Excess Over		
\$ 0	\$ 385	1.5%			\$ 0	\$ 20,000	1.5%		
\$ 385	\$ 769	\$ 5.77	+ 2.3%	\$ 385	\$ 20,000	\$ 40,000	\$ 300.00	+ 2.3%	\$ 20,000
\$ 769	\$ 962	\$ 14.62	+ 2.8%	\$ 769	\$ 40,000	\$ 50,000	\$ 760.00	+ 2.8%	\$ 40,000
\$ 962	\$ 1,154	\$ 20.00	+ 3.5%	\$ 962	\$ 50,000	\$ 60,000	\$ 1,040	+ 3.5%	\$ 50,000
\$ 1,154	\$ 2,885	\$ 26.73	+ 5.6%	\$ 1,154	\$ 60,000	\$ 150,000	\$ 1,390.00	+ 5.6%	\$ 60,000
\$ 2,885	\$ 9,615	\$ 123.65	+ 6.6%	\$ 2,885	\$ 150,000	\$ 500,000	\$ 6,430.00	+ 6.6%	\$ 150,000
\$ 9,615	\$ 96,154	\$ 567.88	+ 9.9%	\$ 9,615	\$ 500,000	\$ 5,000,000	\$ 29,530.00	+ 9.9%	\$ 500,000
\$ 96,154		\$ 9,135.19	+ 15.6%	\$ 96,154	\$ 5,000,000		\$ 475,030.00	+ 15.6%	\$ 5,000,000

RATE "D"									
WEEKLY PAYROLL PERIOD (Allowance \$19.20)					ANNUAL PAYROLL PERIOD (Allowance \$1,000)				
If the amount of taxable wages is:		The amount of income tax to be withheld is:			If the amount of taxable wages is:		The amount of income tax to be withheld is:		
Over	But Not Over	Of Excess Over			Over	But Not Over	Of Excess Over		
\$ 0	\$ 385	1.5%			\$ 0	\$ 20,000	1.5%		
\$ 385	\$ 769	\$ 5.77	+ 2.7%	\$ 385	\$ 20,000	\$ 40,000	\$ 300.00	+ 2.7%	\$ 20,000
\$ 769	\$ 962	\$ 16.15	+ 3.4%	\$ 769	\$ 40,000	\$ 50,000	\$ 840.00	+ 3.4%	\$ 40,000
\$ 962	\$ 1,154	\$ 22.69	+ 4.3%	\$ 962	\$ 50,000	\$ 60,000	\$ 1,180.00	+ 4.3%	\$ 50,000
\$ 1,154	\$ 2,885	\$ 30.96	+ 5.6%	\$ 1,154	\$ 60,000	\$ 150,000	\$ 1,610.00	+ 5.6%	\$ 60,000
\$ 2,885	\$ 9,615	\$ 127.88	+ 6.5%	\$ 2,885	\$ 150,000	\$ 500,000	\$ 6,650.00	+ 6.5%	\$ 150,000
\$ 9,615	\$ 96,154	\$ 565.38	+ 9.9%	\$ 9,615	\$ 500,000	\$ 5,000,000	\$ 29,400.00	+ 9.9%	\$ 500,000
\$ 96,154		\$ 9,132.69	+ 15.6%	\$ 96,154	\$ 5,000,000		\$ 474,900.00	+ 15.6%	\$ 5,000,000

RATE "E"									
WEEKLY PAYROLL PERIOD (Allowance \$19.20)					ANNUAL PAYROLL PERIOD (Allowance \$1,000)				
If the amount of taxable wages is:		The amount of income tax to be withheld is:			If the amount of taxable wages is:		The amount of income tax to be withheld is:		
Over	But Not Over	Of Excess Over			Over	But Not Over	Of Excess Over		
\$ 0	\$ 385	1.5%			\$ 0	\$ 20,000	1.5%		
\$ 385	\$ 673	\$ 5.77	+ 2.0%	\$ 385	\$ 20,000	\$ 35,000	\$ 300.00	+ 2.0%	\$ 20,000
\$ 673	\$ 1,923	\$ 11.54	+ 5.8%	\$ 673	\$ 35,000	\$ 100,000	\$ 600.00	+ 5.8%	\$ 35,000
\$ 1,923	\$ 9,615	\$ 84.04	+ 6.5%	\$ 1,923	\$ 100,000	\$ 500,000	\$ 4,370.00	+ 6.5%	\$ 100,000
\$ 9,615	\$ 96,154	\$ 584.04	+ 9.9%	\$ 9,615	\$ 500,000	\$ 5,000,000	\$ 30,370.00	+ 9.9%	\$ 500,000
\$ 96,154		\$ 9,151.35	+ 15.6%	\$ 96,154	\$ 5,000,000		\$ 475,870.00	+ 15.6%	\$ 5,000,000