EMPLOYEE'S WITHHOLDING CERTIFICATE FOR CITY TAXES		
CITY OF ST. LOUIS, MISSOURI		
1. PRINT FULL NAME		2. SSN
3. HOME ADDRESS (Street, Number, City, County, State, and Zip Code)		
4. AGENCY	5. PLACE OF EMPLOYMENT (City, State)	6. MARITAL STATUS ☐ Single ☐ Married
7. *(Check proper box)* CITY WHERE EMPLOYED ☐ RESIDENT ☐ NON-RESIDENT *If you are not subject to the city tax* *CHECK HERE* ☐ And explain below	8. *(Check proper box)* STATE WHERE EMPLOYED ☐ RESIDENT ☐ NON-RESIDENT	
9. I ESTIMATE THAT $_____ OR ____% OF MY ANNUAL COMPENSATION IS FOR SERVICES PERFORMED OUTSIDE THE CITY.		
10. TOTAL NUMBER OF EXEMPTIONS CLAIMED *(If applicable)*	11. OTHER ALLOWANCES *(If applicable)*	
12. *I certify that the information submitted on this certificate is true, correct, and complete to the best of my knowledge and belief.*		
SIGNATURE:		DATE:
REVIEWED BY:		DATE:

INSTRUCTIONS

This certificate is to be filed with your employer to be used as the basis to (1) either withhold or not withhold city tax and (2) determine the proper amount to be withheld. A new certificate should be filed whenever your tax status changes. Failure to submit this form will result in the maximum withholding if you are employed in the city.

If the city ordinance contains a provision which exempts you from the city tax. you should complete this item by placing a check mark in the box to indicate that you are not subject to the tax and explain below.

I am not subject to the city tax withholding because

_____

_____

Based on the city ordinance, you may be liable for taxes only on compensation paid for services performed within the city. If so, and if you perform some part of your services outside the city, away from your regular place of employment, the amount to be withheld from your compensation may be reduced to approximate your actual tax liability by completing this item with an estimate of the dollar amount, or percentage, of your total compensation paid which is for services performed outside the city. Your withholding will be adjusted only where a substantial amount is involved, i.e. where 25%, or more of your services are performed outside the city.