

### Reconciliation of Earned Income Tax Withheld From Wages

Due by  
February 28

As reported on Berkheimer Employer's Quarterly Return (Form E-1 and E-2);  
with income tax withheld as shown on Withholding Statements (W-2)

Year \_\_\_\_\_

**Employer's Name and Address**

**Berkheimer Employer Acct No.**  
*(not Federal ID No.)*

1. Total number of withholding statements (W-2s) accompanying this report ..... \_\_\_\_\_
2. Total income tax withheld from all wages during the year as shown on (W-2's) .....\$ \_\_\_\_\_ (A)
3. Total quarterly income tax from wages during the year as reported on Quarterly E-1 and E-2 Reports .....\$ \_\_\_\_\_ (B)
  - Quarter ended March 31 ..... \$ \_\_\_\_\_
  - Quarter ended June 30 ..... \$ \_\_\_\_\_
  - Quarter ended September 30 ..... \$ \_\_\_\_\_
  - Quarter ended December 31 ..... \$ \_\_\_\_\_

4. Any difference between A and B must be explained in attached statement.

*Return white copy with W-2's to the address on reverse. Retain yellow copy for your records.  
Instructions on reverse.*

1106 W-2R 11/06

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## INSTRUCTIONS FOR FORM W-2R

1. Only include Berkheimer assigned account number, not Federal ID Number. Include Employer's full name and address.
2. The *white* copy of this reconciliation form should be filed on or before February 28 following close of calendar year. This form must be accompanied by CITY INCOME TAX copy or facsimile of the W-2 form for each employee from whom income tax has been withheld during said year.
3. The total of income tax withheld as reflected on W-2 should be entered on line 2.
4. If an employer's total payroll consists of a number of separate units or establishments, the Form W-2 may be assembled accordingly and a separate reconciliation form W-2R should be submitted.
5. Where the numbers of W-2 forms is large, they may be forwarded in packages of convenient size. When this is done, the packages should be identified with the name of the employer and consecutively numbered, and Form W-2R should be placed in package No. 1. The number of packages should be indicated immediately after the employer's name on Form W-2R.

**Remit to:  
BERKHEIMER  
PO BOX 926, BANGOR, PA 18013**

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