PO Box 25113 Lehigh Valley, PA 18002-5113

W2-R Annual Reconciliation of Earned Income Tax Withheld From Wages

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

PAGE OF



Please see reverse for instructions.

W2

Scan for FAQs or to file online





	WEB	Year: Due by Last Day	-
Employer Name		Filed Offliffe	(see instructions)
Address			
City		State Zip	
Municipal Location of Business			
PSD Number Employer Acct No.	Federal ID No.	TCD Filed With	
EMAIL: Your email on file appears above. If email is incorrect or blan	, please provide below.		
Phone Number: Your phone number on file appears above. If phone	is incorrect or blank, please provide below. By providing your numbe	; you agree to allow us to contact you regardi	ng your account by phone.
Total number of withholding statements (V-2s) accompanying this report		
Total income tax withheld from all wages		(A) \$	
Ç	EARNED INC	COME TAX	Tax Paid
	Quarter ended March	31\$	
	Quarter ended June 30)\$	
	Quarter ended Septem	uber 30\$	
	Quarter ended Decem	ber 31\$	
2. Total quartarly income tay from yaqqa d	ring the year or reported on Overtarky E. 1. Don	certe (D) o	
3. Total quarterly income tax from wages do	ring the year as reported on Quarterly E-1 Rep	oorts (B) \$],
	TOTAL AMOUNT OF ENCLOSI	ED CHECK	,
4. Any difference between A and B must be	explained in attached statement. Where A and	B do not agree, please remit	or request refund.
I DECLARE UNDER PENALTIES PROVID OF MY KNOWLEDGE IS A TRUE, CORR	ED BY THE LAW THAT THIS RETURN HAS I ECT AND COMPLETE RETURN.	BEEN EXAMINED BY ME ANI	O TO THE BEST
Signature	Phone	Date	





You are entitled to receive a written explanation of your rights with regard to the audit, appeal, enforcement, refund and collection of local taxes by calling Berkheimer at 610-599-3182. Or, you can visit our website at www.hab-inc.com.

Berkheimer is not the appointed tax hearing officer for your taxing district and will not accept any petitions for appeal. Petitions for appeal must be filed with the appropriate appeals board for your County. Berkheimer can provide you with the proper procedures and forms necessary to file an appeal with the appeals board for your Tax Collection District.

INSTRUCTIONS FOR FORM W-2R

- 1. Include municipal location of business in PA, assigned account number and Federal ID number. Include employer's full name and address.
- 2. If no balance is due, the W2 Reconciliation can be filed online on or before the last day of February following the close of the calendar year at: www.berk-e.com, or return the reconciliation form. If a balance is due, online filing is still available, but payment must be submitted to the address below, along with this completed form with the "Filed Online" box checked. This form must be accompanied by CITY INCOME TAX copy or facsimile of the Form W-2 if a file has not been submitted electronically for each employee from whom income tax has been withheld during said year.
- 3. The total of all income tax withheld as reflected on W-2s should be entered on line 2. Total Earned Income Tax as reported on a quarterly basis should be entered on line 3.
- 4. Payment is due, if applicable, when filing the reconciliation. Complete the reverse side of this form and mail to the address below. Include the employee name, SSN, address, municipality and amount being paid with the reconciliation.
- 5. If an employer's total payroll consists of a number of separate units or establishments, the Form W-2 should be assembled accordingly and a separate reconciliation Form W-2 should be submitted.

Remit to:
HAB - EMP REC
PO Box 25113
Lehigh Valley, PA 18002-5113