

# Reading your W-2 form

Your W-2 form provides you with the figures you need to fill out appropriate 2018 income tax forms. For any questions you have about your form W2 please contact the Hays County Treasurer's Office at 512-393-2236. For more information about your tax return you can contact IRS at [www.irs.gov](http://www.irs.gov) or 1-800-829-1040. Your W-2 contains 4 duplicates of the W-2 form. The top copy "Copy-B" is to file with ax return. The other copies are for your records.

This information is being furnished to the Internal Revenue Service. If you are required to file a tax return, a negligence penalty or other sanction may be imposed on you if this income is taxable and you fail to report it.

Form <b>W-2 Wage and Tax Statement</b> <b>2018</b>		<b>7</b> Social security tips 0.00	<b>1</b> Wages, tips, other comp. 67943.91	<b>2</b> Federal income tax withheld 9638.72
<b>c</b> Employer's name, address, and ZIP code  HAYS COUNTY 712 SOUTH STAGECOACH TRAIL SAN MARCOS, TX 78666		<b>8</b> Allocated tips 0.00	<b>3</b> Social security wages 75075.64	<b>4</b> Social security tax withheld 4654.69
		<b>9</b> Verification code	<b>5</b> Medicare wages and tips 75075.64	<b>6</b> Medicare tax withheld 1088.59
<b>e</b> Employee's name, address, and ZIP code  JOE EMPLOYEE 123 WONDERFUL LANE SAN MARCOS, TX 78666		<b>10</b> Dependent care benefits 0.00	<b>11</b> Nonqualified plans 0.00	<b>12a</b> See instructions for box 12 DD 10332.60
		<b>13</b> Statutory employee <input type="checkbox"/> Retirement plan <input checked="" type="checkbox"/> Third-party sick pay <input type="checkbox"/>	<b>14</b> Other 125 - 234.00 RET - 5271.73 FRINGE - 150.00	<b>12b</b> G 1860.00 <b>12c</b> W 999.96 <b>12d</b>
<b>b</b> Employer identification number (EIN) 74-6002241		<b>a</b> Employee's social security no. 000-00-0000		
<b>15</b> State	Employer's state I.D. no.	<b>16</b> State wages, tips, etc.	<b>17</b> State income tax	<b>18</b> Local wages, tips, etc.
				<b>19</b> Local income tax
				<b>20</b> Locality name

**BOX 1** contains the amount you need to report on your tax return. Please note that this is your TAXABLE WAGES. This is NOT your year to date gross pay. This is the figure you use for income tax purposes. This figure is calculated using your gross pay minus any non-taxable items such as retirement, deferred compensation, and pretaxed insurance. The non-taxable items used to calculate your taxable wages are listed in Box 12a-d and/or Box 14

**BOX 3** contains your social security wages. This figure may be larger than the figure in Box 1 because your retirement and deferred compensation are taxable for social security purposes.

**BOX 5** contains your Medicare wages. This figure may be larger than the figure in Box 1 because your retirement and deferred compensation are taxable for Medicare purposes.

### BOX 12 a-d

**DD** Is the required amount that must be reported to the government which reflects the total cost of your health care. This box contains both the amount you paid plus the amount the county paid for your health care insurance.  
**G** is any amount you may have voluntarily contributed to one of the county's deferred compensation 457 plans.(VALIC or NATIONWIDE) This amount is non-taxable and is used in the calculation to come up with the taxable wages in Box 1.  
**W** is any amount you may have contributed to your HSA Savings account by both you and the county if you are on Insurance Plan 3.

**BOX 2** contains the total amount withheld from your wages for federal income tax. The amount is based on your withholding election on form W-4.

**BOX 4** contains the total amount withheld from your wages for Social Security Taxes

**BOX 6** contains the total amount withheld from your wages for Medicare Taxes

### BOX 14

This box includes RET - your mandatory retirement through TCDRS, as well as any pretaxed insurance items listed as 125. It will may also include taxable nonpaid fringe benefits such as vehicle usage, meal reimbursements and blue jeans provisions.

## NEED TO CHANGE YOUR WITHHOLDING?

"Withholding" is the amount taken out of your checks for federal income tax. If you owe IRS and feel you have not had enough withholding taken out of your check or if you had had too much taken out and are receiving a large refund you may want to change your election on form W-4. You can change your withholding at any time. You can find the form on the Hays County Employee Portal, Hays County Intranet or you may contact the Hays County Treasurer's Office at 512-393-2236 and we will be glad to assist you.