

YOUTH CONSERVATION CORPS - YCC

Enrollee Information Sheet

Mail Stop D-2663

Enrollee Starting Date

Circle Agency: FWS

NPS

Region: _____

Pay Block:

From: _____ Telephone #: _____ Org Code: _____
(Area Contact)

YCC Enrollee Name: _____ SSN: _____

1. OFFICIAL CORRESPONDENCE ADDRESS:

Used to mail Wage and Tax Statement (W-2). Enter permanent home address.

Name: _____

Street Address/PO Box: _____

City/State/Zip: _____

2. NET PAY CHECK WILL BE MAILED TO EMPLOYING FACILITY (PARK/REFUGE OFFICE, SERVICE CENTER, REGIONAL OFFICE, ETC.) OR LOCAL ADDRESS AS FOLLOWS:

Employing Facility Name (if applicable): _____

Street Address/PO Box: _____

City/State/Zip: _____

Virgin Islands and Puerto Rico ONLY: Designated Agent Code: _____

COMPLETE ITEM 3 AND THE W-4 ONLY IF YOU WANT TAXES WITHHELD FROM YOUR PAY.

3. STATE & LOCAL RESIDENCE INFORMATION

To be used for authorization and calculation of state and local taxes.

City: _____ Circle Marital Status: Single Married

State: _____ Number of State Tax Exemptions: _____

County: _____ Signature: _____

Cut here and give Form W-4 to your employer. Keep the top part for your records.

Form W-4		Employee's Withholding Allowance Certificate		OMB No. 1545-0074	
Department of the Treasury Internal Revenue Service		▶ Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.			
1 Type or print your first name and middle initial.		Last name		2 Your social security number	
Home address (number and street or rural route)			3 <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withhold at higher Single rate. Note. If married, but legally separated, or spouse is a nonresident alien, check the "Single" box.		
City or town, state, and ZIP code			4 If your last name differs from that shown on your social security card, check here. You must call 1-800-772-1213 for a replacement card. ▶ <input type="checkbox"/>		
5 Total number of allowances you are claiming (from line H above or from the applicable worksheet on page 2)				5	
6 Additional amount, if any, you want withheld from each paycheck				6 \$	
7 I claim exemption from withholding for 2008, and I certify that I meet both of the following conditions for exemption. <ul style="list-style-type: none"> • Last year I had a right to a refund of all federal income tax withheld because I had no tax liability and • This year I expect a refund of all federal income tax withheld because I expect to have no tax liability. If you meet both conditions, write "Exempt" here ▶				7	
Under penalties of perjury, I declare that I have examined this certificate and to the best of my knowledge and belief, it is true, correct, and complete.					
Employee's signature (Form is not valid unless you sign it.) ▶					
Date ▶					
8 Employer's name and address (Employer: Complete lines 8 and 10 only if sending to the IRS.)			9 Office code (optional)		10 Employer identification number (EIN)