
Employee FAQ

What do I do if my name or SSN is wrong on my W-2?

Speak to your company's payroll department; a W-2C should be filed in replacement of the incorrect W-2. Keep in mind that the W-2C will only display the corrected information.

What do I do if my address is wrong on my W-2?

It is OK if your address on your W-2 isn't accurate. You just need to use your correct address on your tax returns and it is OK if it is different from your W-2.

Why doesn't the YTD on my last pay check of the year match my W-2 amounts?

Box 1 of your W-2 is for Federal taxable wages. To determine the amount of Box 1, your total compensation is reduced by any pre-tax deductions or deferred earnings throughout the year.

Why are Boxes 3 and 5 different than box 1?

Box 3 and 5 are for Social Security and Medicare taxable wages. Some earnings and/or deductions such as 401(k) are Social Security taxable but NOT taxable for Federal Income Tax (Box 1). If Boxes 3 and 5 don't match each other, you probably reached the Social Security wage cap. Social Security is only taxed on the first \$132,900 wages (2019) but Medicare does not have a cap.

How can I prevent owing taxes when I file my annual return?

Verify your employer has an accurate W-4 Form on file listing the proper number of withholding allowances for your current situation. For guidance on choosing your proper withholding allowance visit www.irs.gov and access their "IRS Withholding Calculator" tool: <http://www.irs.gov/Individuals/IRS-Withholding-Calculator>

Where are my pre-tax deductions shown on the W-2?

For informational purposes, pre-tax deductions have been totaled and are listed under Box 14 with the label of PRE-TAX. There are also a few specific pre-tax deductions that are required to be listed in other areas of the W-2. Refer to the Form W-2 instructions for their location.

Why is the amount I had deducted for my HSA different than the amount in Box 12 Code W?

The IRS requires the combined employee and employer HSA amounts to be included in box 12 code W. Your last pay check of the year can be used to determine the employee contribution amount and the employer contribution amount.

What is the amount in Box 12 Code DD?

Many employers are now required to report the costs of coverage to each employee under an employer sponsored group health plan. This is for informational purposes only and is not taxable. The purpose of this reporting is to provide employees useful and comparable consumer information on the cost of their health care coverage.

Note: Not all employers are required to report this in 2019.