

Clergy Tax Withholding Request Form

**Complete this form to set specific Fed & State withholding amounts
or submit the current year W4**

By law, clergy are exempt from the federal and state withholding requirements to which lay employees are subject. You may, however, choose to have federal or state taxes withheld from your *salary* (not from your housing allowance), to avoid having to file quarterly estimated tax returns. The amount withheld should approximate your annual tax liability, including self-employment tax, and be divided by 24 to equal the amount to be withheld per paycheck. If you request withholding but do not specify an amount, your withholding will be based on the number of exemptions that you indicate on your W-4.

Clergy Name: _____

Employer Name & City: _____ Parish Code: _____

I request withholding from my paycheck as follows:

Federal: no withholding (*absolute value \$0.00*) yes, withhold \$ _____ per pay period (24/yr)

State: no withholding (*absolute value \$0.00*) yes, withhold \$ _____ per pay period (24/yr)

CLERGY SIGNATURE: _____ DATE _____