Instructions for Employee

Box 1. Enter this amount on the wages line of your tax return.

Box 2. Enter this amount on the federal income tax withheld line of your tax return.

Box 5. You may be required to report this amount on Form 8959, Additional Medicare Tax. See the Form 1040 instructions to determine if you are required to complete Form 8959.

Box 6. This amount includes the 1.45% Medicare Tax withheld on all Medicare wages and tips shown in box 5, as well as the 0.9% Additional Medicare Tax on any of those Medicare wages and tips above $200,000.

Box 8. This box is not included in boxes 1, 3, or 5. For Form 1040, see instructions on how to report tips on your tax return, see your Form 1040 instructions.

You must file Form 4137, Social Security and Medicare Tax on Unreported Tip Income, for any unreported tips that you received. By filing Form 4137, your social security tips will be credited to your social security record (used to figure your benefits).

Box 10. This amount includes the total dependent care benefits that your employer paid to or incurred on your behalf (including amounts from a section 125 (cafeteria) plan). Any amount over $2,000 is also included in box 1. Complete Form 2441, Child and Dependent Care Expenses, to compute any taxable and nontaxable amounts.

Box 11. This amount is (a) reported in box 1 if it is a distribution made to you from a nonqualified deferred compensation or nongovernmental section 457(b) plan and (b) included in box 3 and/or (c) if it is a prior year deferral from a nonqualified or section 457(b) plan that became taxable for social security and Medicare taxes this year because there is no longer a substantial risk of forfeiture. Nonforfeitable nonqualified deferred compensation (NDC) may be reported in this box if you were not eligible for a deferral and a distribution in the same calendar year. You reported a deferral and received a distribution in the same calendar year, and you are or will be age 59 1/2 at the end of the calendar year.

Form SBA-131, Employer Report of Special Wage Payments, with the Social Security Administration and send you a copy.

Box 12. The following list explains the codes shown in box 12. You may need this information to complete your tax return. Elective deferrals (code C), D, E, F, and G are Roth contributions (codes AA, BB, and EE) under all plans are generally limited to a total of $18,000 ($12,500 if only have SIMPLE plans; $21,000 if you have a 401(k) plan and meet other requirements). In 2017, the limit is $17,500. Deferrals under code G are limited to $24,000. The limit is $25,500.

Box 13. If you were at least age 59 1/2 in 2017, your employer may have allowed an additional deferral of up to $6,000 ($3,000 for section 401(k) under SIMPLE plans). This additional deferral amount is not subject to the overall limit on elective deferrals. The limit for elective deferrals under all plans is generally limited to $18,000 ($12,500 if only have SIMPLE plans; $21,000 if you have a 401(k) plan and meet other requirements). In 2017, the limit is $17,500. Deferrals under code G are limited to $24,000. The limit is $25,500.

Note: If your plan allows for catch-up contributions, you may also make a catch-up contribution. This catch-up contribution is limited to a total of $6,000 ($3,000 for section 401(k) under SIMPLE plans). If you made a catch-up contribution, see instructions for Form 1040.

Box 14. If you were at least age 59 1/2 in 2017, your employer may have allowed an additional deferral of up to $6,000 ($3,000 for section 401(k) under SIMPLE plans). This additional deferral amount is not subject to the overall limit on elective deferrals. The limit for elective deferrals under all plans is generally limited to $18,000 ($12,500 if only have SIMPLE plans; $21,000 if you have a 401(k) plan and meet other requirements). In 2017, the limit is $17,500. Deferrals under code G are limited to $24,000. The limit is $25,500.

Box 15. If you were at least age 59 1/2 in 2017, your employer may have allowed an additional deferral of up to $6,000 ($3,000 for section 401(k) under SIMPLE plans). This additional deferral amount is not subject to the overall limit on elective deferrals. The limit for elective deferrals under all plans is generally limited to $18,000 ($12,500 if only have SIMPLE plans; $21,000 if you have a 401(k) plan and meet other requirements). In 2017, the limit is $17,500. Deferrals under code G are limited to $24,000. The limit is $25,500.

Notice to Employee

Do you have to file? Refer to the Form 1040 instructions to determine if you are required to file a tax return. Even if you do not have to file a tax return, you may be eligible for a refund if box 2 shows an amount or if you are eligible for any credit.

Earned income credit (EIC). You may be able to take the EIC for 2016 if your adjusted gross income (AGI) is less than a certain amount. The amount of the credit is based on your income and family size. You may be able to qualify for a smaller credit. You and any qualifying children must have valid social security numbers (SSNs). You cannot take the EIC if your investment income is more than the specified amount for 2016 or if income is earned for services provided primarily to an individual who is a resident of a foreign country. See Form 1040 instructions for 2016 income limits and other information, visit www.irs.gov/eic. Also see Pub. 932, EarningsRelated Information. Any EIC that is more than your tax liability is refunded to you, but only if you file a tax return.

Clergy and religious workers. If you are not subject to social security and Medicare taxes, see Pub. 517, Social Security and Retirement Information for Members of the Clergy and Religious Workers.

Corrections. If your name, SSN, or address is incorrect, contact the Social Security Administration for more information, visit www.ssa.gov. Also see Pub. 596, Earned Income Credit. Any EIC that is more than your tax liability is refunded to you, but only if you file a tax return.

Limitation on tax liability. If you are subject to tax liability for more than $2,000, you may be required to claim a credit for the excess against your federal income tax. You may be required to file Form W-2c, Corrected Wage and Tax Statement, with the Social Security Administration (SSA) to correct any name, SSN, or money amount error reported to the SSA on Form W-2. Be sure to get your copies of Form W-2c from your employer for all corrections made so you may file them with your tax return. If your name and SSN are correct but are not the same as shown on your social security card, you should ask for a new card that displays your correct name at any SSA office or by calling 1-800-772-1213. You also may visit the SSA at www.socialsecurity.gov.

Cost of employer-sponsored health coverage (if such cost is provided by the employer). The reporting in box 13, using code DD, of the cost of employer-sponsored health coverage is for your information only. The amount reported with code DD is not taxable.

Credit for excess taxes. If you had more than one employer in 2016 and more than $7,347 in social security and/or Tier 1 railroad retirement (RTA) taxes were withheld, you may be able to claim a credit for the excess against your federal income tax. If you had more than one railroad employer, see Pub. 1321, Railroad Retirement Tax Act (Tier 2). If you did not have a railroad employer, see Pub. 505, Tax Withholding and Estimated Tax.

(Also see Instructions for Employee on the back of Form C.)