Department of Veterans Affairs | Memorandum

Date:

From: Director (00)

Subj: Earned Income Tax

To: VA Medical Center Employees

1. The Earned Income Tax (1% at present) is a mandatory deduction for all employees who reside in South Lebanon Township, where the medical center is located.

2. Those employees who do not reside in South Lebanon Township, but are legally bound to pay the Earned Income Tax to their municipality of residence at varying rates, may have this tax voluntarily withheld from their pay by completing the form below. The local taxing authority (Lebanon County Earned Income Tax Bureau) will transfer the taxes withheld to the appropriate municipality.

3. The tax rate for residents of the City of Lebanon is presently 1.9%. The full 1.9% can be withheld if you circle the appropriate amount below.

4. If you wish to have this tax withheld, please complete the authorization below and return this form.

for ROBERT W. CALLAHAN, JR.

To: PAYROLL (121P) DATE:

I wish to have the Earned Income Tax withheld at the rate of: **1%** **1.9%**
(circle one)

NAME _____

CARE LINE _____

SIGNATURE _____

I have paid the $52 emergency medical services tax for this year **YES** **NO**
If yes, you **MUST** bring proof of payment with you or we will deduct it from your first pay.

SIGNATURE _____

Rev. 2/08