



## Attention:

This form is provided for informational purposes only. Copy A appears in red, similar to the official printed IRS form. But **do not** file Copy A downloaded from this website with the SSA. The official printed IRS form is scannable, but forms downloaded and printed from this website are not. A penalty of \$50 per information return may be imposed for filing forms that cannot be scanned.

To order official IRS forms, call 1-800-TAX-FORM (1-800-829-3676) or [Order Information Returns and Employer Returns Online](#), and we'll mail you the scannable forms and other products.

You may file Forms W-2 and W-3 electronically on the SSA's website at [Employer Reporting Instructions & Information](#). You can create fill-in versions of Forms W-2 and W-3 for filing with the SSA. You may also print out copies for filing with state or local governments, distribution to your employees, and for your records.



## What's New

**Relocation of Form ID on Form W-3PR.** For consistency with changes to Form W-3, we relocated the form ID number ("3333") to the top left corner of Form W-3PR.

## Reminder

**Separate instructions.** See the separate 2007 Instructions for Form W-3PR for information on completing this form.

## Purpose of Form

Use this form to transmit the **Original** copies of Forms 499R-2/W-2PR, Withholding Statement. Make a copy of Form W-3PR and keep it with Copy D (for Employer's Records) of Forms 499R-2/W-2PR for your records.

Use Form W-3PR for the correct year. **File Form W-3PR even if only one Form 499R-2/W-2PR is being filed.** If you are filing Form 499R-2/W-2PR electronically, **do not** file Form W-3PR.

## When To File

File Form W-3PR with the **Original** page of Form(s) 499R-2/W-2PR by February 29, 2008.

## Where To File

Send this entire page with the entire **Original** copies of Form(s) 499R-2/W-2PR to:

**Social Security Administration  
Data Operations Center  
Wilkes-Barre, PA 18769-0001**

**Note.** If you use "Certified Mail" to file, change the ZIP code to "18769-0002." If you use an IRS-approved private delivery service, add "ATTN: W-2 Process, 1150 E. Mountain Dr." to the address and change the ZIP code to "18702-7997." See Pub. 15 (Circular E), Employer's Tax Guide, for a list of IRS-approved private delivery services.

**For the Privacy Act and Paperwork Reduction Act Notice, see the 2007 Instructions for Form W-3PR.**