

DO NOT STAPLE

a Control number		33333		For Official Use Only ▶ OMB No. 1545-0008			
b Kind of Payer ▶	941	Military	943	1 Wages, tips, other compensation		2 Federal income tax withheld	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3 Social security wages		4 Social security tax withheld	
	CT-1	Hshld. emp.	Medicare govt. emp.	5 Medicare wages and tips		6 Medicare tax withheld	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7 Social security tips		8 Allocated tips		
c Total number of Forms W-2		d Establishment number		9 Advance EIC payments		10 Dependent care benefits	
e Employer identification number				11 Nonqualified plans		12 Deferred compensation	
f Employer's name				13			
				14			
g Employer's address and ZIP code				15 Income tax withheld by third-party payer			
h Other EIN used this year							
i Employer's state I.D. no.							
Contact person		Telephone number		Fax number		E-mail address	
		()		()			

Under penalties of perjury, I declare that I have examined this return and accompanying documents, and, to the best of my knowledge and belief, they are true, correct, and complete.

Signature ▶ Title ▶ Date ▶

Form **W-3 Transmittal of Wage and Tax Statements 1999** Department of the Treasury Internal Revenue Service

Send this entire page with the entire Copy A page of Forms W-2 to the Social Security Administration. Photocopies are NOT acceptable. Do not send any remittance (cash, checks, money orders, etc.) with FORMS W-2 and W-3.

Changes To Note

"YOUR COPY" eliminated. Form W-3 no longer contains a second "YOUR COPY" of the form. Be sure to make a copy of the completed form for your records.

Separate instructions. See the separate Instructions for Forms W-2 and W-3 for information on completing this form.

Purpose of Form

Use this form to transmit Copy A of Forms W-2. Make a copy of Form W-3, and keep it with Copy D (For Employer) of Forms W-2 for your records. Use Form W-3 for the correct year. **File Form W-3 even if only one Form W-2 is being filed.** If you are filing Forms W-2 on magnetic media or electronically, **do not** file Form W-3.

When To File

File Form W-3 with Copy A of Forms W-2 by February 29, 2000.

Where To File

Send this entire page with the entire Copy A page of Forms W-2 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 Circular E (Pub. 15) for a list of IRS approved private delivery services.

For Privacy Act and Paperwork Reduction Act Notice, see the 1999 Instructions for Forms W-2 and W-3.

