Employee's Wisconsin Withholding Exemption Certificate/New Hire Reporting

City State Zip code Date of hire Internet, but wishhold at higher Single box. Note: If married, but legally separate sharpes upon for your spouse – enter 1	Employee's legal name (first name, middle initial, last	name)		Social security number		
City State Zip code Date of hire Note: If married, but legally separate check the Single box. State Zip code Date of hire Note: If married, but legally separate check the Single box. State Zip code Date of hire Note: If married, but legally separate check the Single box. State Zip code Date of hire Note: If married, but legally separate check the Single box. State Zip code Date of hire Note: If married, but legally separate check the Single box. State Zip code Date of hire Note: If married, but legally separate check the Single box. State Zip code Date of hire Note: If married, but legally separate check the Single box. State Zip code Date of hire Note: If married, but legally separate check the Single box. State Zip code Date Date	Employee's address (number and street)			Date of birth		
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	Employer's Section Employer's name					

Employer's name ELKHART LAKE-GLENBEULAH SCHO	Federal Employer ID Number 39-6008599					
Employer's payroll address (number and street) 201 NORTH LINCOLN STREET	City	State	Zip code			
	ELKHART LAKE	WI	53020			
Completed by KAYLA GROH-BARDON	Title	Phone number	Email	ail		
	ADM, BUSINESS ASSISTANT	(920) 876-3381	KGBAF	BARDON@GORESORTERS.COM		

EMPLOYER INSTRUCTIONS for Department of Revenue:

- If you do not have a Federal Employer Identification Number (FEIN), contact the Internal Revenue Service to obtain a FEIN.
- If the employee has claimed more than 10 exemptions OR has claimed complete exemption from withholding and earns more than \$200.00 a week or is believed to have claimed more exemptions than they are entitled to, mail a copy of this certificate to: Wisconsin Department of Revenue, Audit Bureau, PO Box 8906, Madison WI 53708 or fax (608) 267-0834.
- Keep a copy of this certificate with your records. If you have questions about the Department of Revenue requirements, call (608) 266-2772 or (608) 266-2776.

EMPLOYER INSTRUCTIONS for New Hire Reporting:

- This report contains the required information for reporting a New Hire to Wisconsin. If you are reporting new hires electronically, you do not need to forward a copy of this report to the Department of Workforce Development. Visit https://dwd.wi.gov/uinh/ to report new hires.
- If you do not report new hires electronically, mail the original form to the Department of Workforce Development, New Hire Reporting, PO Box 14431, Madison Wi 53708-0431 or fax toll free to 1-800-277-8075.
- If you have questions about New Hire requirements, call toll free (888) 300-HIRE (888-300-4473). Visit dwd.wi.gov/ulnh/ for more information.