GP
Green Payroll
LLC

How to Read Your W2

Box 1
Total amount taxable income for the year, including wages, salaries, bonuses and any other taxable benefits.

Box 3
Portion of your wages that are subject to Social Security tax. *This total may differ from the total in Box 1 if you made pre-tax contributions.*

Box 5
Total amount of wages that are subject to Medicare tax.

Box 7
Total of all tips you reported to your employer, if you work in a tipped profession.

Box 9
This box is intentionally left blank.

Box 11
Distributions from a nonqualified deferred compensation plan. *This will help the IRS track deferred payments to ensure you aren't taxed twice on the same income.*

Box 13
Checkboxes for statutory employees, retirement plans, and third-party sick pay.

Box 15-20
State and local income tax details, with percentages varying by locality.

Box 2
Total amount of federal income tax that was withheld from your pay during the year.

Box 4
Total amount of Social Security tax withheld from your pay over the previous year.

Box 6
Total amount of Medicare tax withheld from your pay over the previous year. *Generally 1.45% of the total in Box 5.*

Box 8
Tips that you didn't officially report but your employer has attributed to you.

Box 10
Total of any dependent care assistance benefits you received in the past year.

Box 12
Series of codes that indicate different forms of compensation or deductions. These can include items like 401k deductions, 403b contributions, cost of employer-sponsored health coverage, and employer contributions to an HSA.

Box 14
This box is used by employers to report additional information such as union dues, garnishments, reimbursements, or tuition assistance.

Employer/Employee Copies
Employers and employees file W2s separately. Employer copies include **Copy A, Copy D,** and **Copy 1.** Employee copies include **Copy B, Copy C,** and **Copy 2.**

For more helpful resources, visit **greenpayroll.com**