

How to Setup Louisiana State Tax in Banner

Convert the L-4 withholding tax form to Banner

Select one - No exemptions or dependents claimed Single Married from L-4 form

Exempt = Status is S and Line 2 option (Personal exemptions) is 0 claiming neither yourself or your spouse

Single = Status is S and Line 2 option (Personal exemption) is 1 claiming yourself

Married = Status is M and Line 2 option (Personal exemption) is 2 claiming yourself and your spouse

Line 6. Total number of exemptions claimed in Block A

6. _____ from L-4 form

Banner Option 2 entry

Exempt = enter 0

Single = enter 1

Married = enter 2

7. Total number of dependents claimed in Block B

7. _____

Banner Option 3 entry

Entry from L-4 form

Line 8. Additional Withholding Amount

Banner Option 1 right-side on form

Block A

- Enter "0" to claim neither yourself nor your spouse, and check "*No exemptions or dependents claimed*" under number 3 below.
You may enter "0" if you are married, and have a working spouse or more than one job to avoid having too little tax withheld.
- Enter "1" to claim yourself, and check "*Single*" under number 3 below. If you did not claim this exemption in connection with other employment, or if your spouse has not claimed your exemption. Enter "1" to claim one personal exemption if you will file as head of household, and check "*Single*" under number 3 below.
- Enter "2" to claim yourself and your spouse, and check "*Married*" under number 3 below.

Block B

- Enter the number of dependents, not including yourself or your spouse, whom you will claim on your tax return. If no dependents

Oracle Fusion Middleware Forms Services: Open > PDAEDN

Employee Benefit/Deduction PDAEDN 8.5.0.3 [MC:1.0] (PROD) (LCTCS):LCTCS

ID: L00010554 Sharon Dunham
 Benefit Category: B1 Reg Ft 12 BW Faculty and Staff
 Deduction: 0LA Louisiana Income Tax
 Last Paid Date:
 Query Date: 26-DEC-2011

Deduction | Add or Replace and Arrears | Excluded Payroll ID | Premium History | Comments

Begin Date: 26-DEC-2011 End Date: Calculation Rule: 60 Bond Balance:

Effective Date: 26-DEC-2011 Status: Active Reference:
 Deduction Change Reason:
 Event Date:
 Comments Exist

Options			Amounts		
Title	Value	Entry	Title	Amount	Entry
1 Status:	S	Required	1 Add WH:	10.00	Optional
2 Pers Ex:	1	Optional	2		No Entry
3 Dep Ex:	0	Optional	3		No Entry
4		No Entry	4		No Entry
5		No Entry			

Combined Limit Rule Code	Description	Employee Limit	Employer Limit	Combined Limit	Applicable Gross Limit

Deduction Begin Date; format DD-MON-YYYY.

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