How to Setup Louisiana State Tax in Banner

Convert the L-4 withholding tax form to Banner

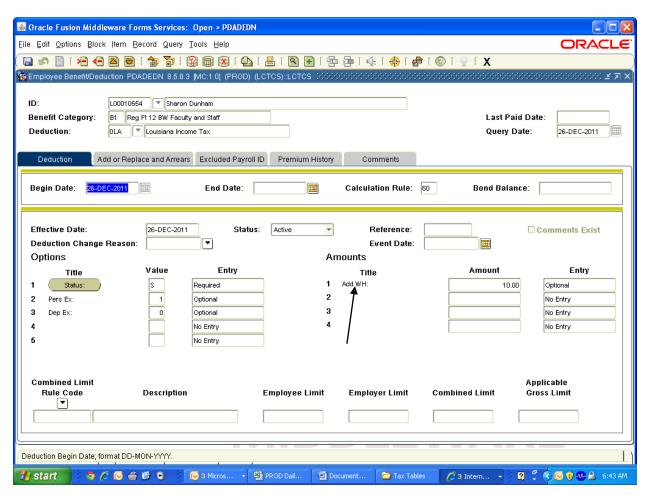
Select one -⊔ No exemptions or dependents claimed ⊔ Single ⊔ Married from L-4 form		
Single = Status is S and Line 2 option (Person	onal exemptions) is 0 claiming neither yourself or your s nal exemption) is 1 claiming yourself onal exemption) is 2 claiming yourself and your spouse	•
Line 6. Total number of exemptions claimed in Block A Banner Option 2 entry Exempt = enter 0 Single= enter 1 Married = enter 2	6 from L-4 form	
7. Total number of dependents claimed in Block B Banner Option 3 entry Entry from L-4 form	7	
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



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

JobAidDeduction02.062112.SetUpLouisianaTax