

# THIS 2010 IL-W-4 FORM IS TO BE COMPLETED BY NON-RESIDENT ALIEN EMPLOYEES ONLY.

## INSTRUCTIONS:

- This form is for Non-Resident Aliens working in the US under USCIS guidelines.
- Non-Resident Aliens are required to enter “0” or “1” on line 1
- Non-Resident Aliens cannot claim additional allowances on line 2
- Non-Resident Aliens CANNOT claim “exempt”

----- Cut here and give the certificate to your employer. Keep the top portion for your records. -----



Illinois Department of Revenue

## IL-W-4 Employee's Illinois Withholding Allowance Certificate

-----  
Social Security number

-----  
Name

-----  
Street address

-----  
City

-----  
State

-----  
ZIP

Check the box if you are exempt from federal and Illinois  
Income Tax withholding.

1 Write the total number of basic allowances that you  
are claiming (Step 1, Line 4, of the worksheet). 1 \_\_\_\_\_

2 Write the total number of additional allowances that  
you are claiming (Step 2, Line 9, of the worksheet). 2 \_\_\_\_\_

3 Write the additional amount you want withheld  
(deducted) from each pay. 3 \_\_\_\_\_

I certify that I am entitled to the number of withholding allowances claimed on  
this certificate.

\_\_\_\_\_  
Your signature

\_\_\_\_\_  
Date

**Employer:** Keep this certificate with your records. If you have referred the employee's federal certificate to the IRS and the IRS has notified you to disregard it, you may also be required to disregard this certificate. Even if you are not required to refer the employee's federal certificate to the IRS, you still may be required to refer this certificate to the Illinois Department of Revenue for inspection. See Illinois Income Tax Regulations 86 Ill. Adm. Code 100.7110.