

## Employee's Withholding Exemption Certificate for the City of Detroit (DW-4)

Issued under authority of Public Act 284 of 1964, as amended.			Withholding Tax is for the City of <b>DETROIT</b>	City Code <b>170</b>
Employee's Full Name			Social Security Number	
Address			Employee Identification Number	
City, Township, or Village where you reside	State	ZIP/Postal Code	Office, Plant, Dept.	
In the fields below, enter the name of each city where you work for this employer and check (x) the closest percentage of total earnings in each.				
City	<input type="checkbox"/> Under 25% <input type="checkbox"/> 25%-40% <input type="checkbox"/> 41%-60% <input type="checkbox"/> 61%-80% <input type="checkbox"/> 81%-100%	Renaissance Zone Exemption		
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In the fields below, enter exemptions for the employee, the employee's spouse, and other dependents. Total the exemptions in the right column.				
Exemptions for employee. (Check all that apply.) .....	<input type="checkbox"/> Regular exemption	<input type="checkbox"/> Additional exemption if 65 or over at end of year	<input type="checkbox"/> Additional exemption if blind	Total exemptions for employee.....
Exemptions for spouse. (Check all that apply.) .....	<input type="checkbox"/> Regular exemption	<input type="checkbox"/> Additional exemption if 65 or over at end of year	<input type="checkbox"/> Additional exemption if blind	Total exemptions for employee's spouse.....
Exemptions for children. (Enter number at right.) .....		Exemptions for other dependents. (Enter number at right.) .....		Total exemptions for children/others.....
Total exemptions claimed by this employee. Add all exemptions from the right column .....				
<b>CERTIFICATION</b>				
<i>I certify that the information submitted on this certificate is true, correct and complete to the best of my knowledge and belief.</i>				
Employee Signature			Date	

**EMPLOYEE:** File this form with your employer. Otherwise, your employer must withhold City of Detroit income tax from your earnings without exemption.

**EMPLOYER:** Keep this certificate with your records. Advise the City Tax Administration if the information submitted by the employee is not believed to be true, correct and complete.

### INSTRUCTIONS

**City where you work for this employer:** If working for this employer in more than two cities or communities, print the names of the two Michigan cities or communities where performing the greatest percentage of your work. Check (X) the closest percent of total earnings for work done or services rendered in each city or community listed. The estimated percent of total earnings from this employer for work done or services performed within taxing cities is for withholding purposes only. This estimate is subject to substantiation and audit when determining final tax liability.

**Renaissance Zone Exemption:** Attach copy of the Certification of Qualification.

**Exemptions:** You are allowed the same number of exemptions for yourself and dependents as for federal income tax purposes, except that additional withholding allowances claimed on Schedule A of Federal Form W-4 are not allowed for City of Detroit income tax purposes.

**Changes in Exemptions:** You should file a new certificate with your employer any time the number of your exemptions changes.

**Change of Residence:** You must file a new certificate within 10 days after changing residence from or to a taxing city.

**Changes in Employment:** You must file a new certificate by December 1 of each year if the estimate of the percent of work done or services to be rendered in cities levying an income tax will change for the ensuing year.