

Dual Income Tax Withholding Allowance Template

This template is designed for individuals with dual incomes (married filing jointly with two incomes, or individuals with multiple jobs) to estimate and calculate their tax withholding allowances for print documentation.

Part 1: Personal Information

First Name and Middle Initial: Last Name:
Social Security Number: Filing Status (e.g., Single, Married, Head of Household):
Home Address:
City, State, and ZIP Code:

Part 2: Dual Income Worksheet

Complete this section to determine your withholding allowances when you have more than one job or are married filing jointly and both spouses work.

1. Estimated Annual Wages for Higher-Paying Job:
2. Estimated Annual Wages for Lower-Paying Job:
3. Total Estimated Itemized Deductions (if applicable):
4. Number of Qualifying Children and Dependents:

Part 3: Withholding Allowance Calculations

Line A: Number of allowances claimed for Primary Job:
Line B: Number of allowances claimed for Secondary Job:
Line C: Total allowances combined (Line A + Line B):
Line D: Additional withholding amount requested per pay period (if any):

Part 4: Employee Certification and Signature

Under penalties of perjury, I declare that I have examined this certificate and, to the best of my knowledge and belief, it is true, correct, and complete.

Employee Signature: Date:
Employer Name and Address (For Employer Use Only): Employer EIN: