

# Form NJ-W-4P

## **NJ-W-4P** CERTIFICATE OF VOLUNTARY WITHHOLDING OF NEW JERSEY GROSS INCOME TAX (04-17) FROM PENSION AND ANNUITY PAYMENTS

Print Your Full Name			Your Social Security Number _____ - _____ - _____		
Home Address			ID Number of Your Pension or Annuity (From Your Statement or Contact Your Payer): _____		
City or Town	State	Zip Code			

I want to have New Jersey Gross Income Tax withheld from this pension or annuity payment in the amount of  
\$ \_\_\_\_\_ .00 (*Enter a whole dollar amount of \$10 or more for each payment.*)

I want to stop withholding New Jersey Income Tax from this pension or annuity payment.

Your Signature \_\_\_\_\_ Date \_\_\_\_\_

**MAIL THIS FORM TO YOUR PENSION OR ANNUITY PAYER**  
**FORM MAY BE REPRODUCED**

You can use Form NJ-W-4P to notify your pension payer to begin, change, or stop withholding New Jersey Income Tax from your pension or annuity payments.

*Note: If you previously completed this form, do not file again unless you want to make a change.*

### **Instructions**

- Fill in your name, address, and Social Security Number;
- Enter the identification number of your pension or annuity contract. If you do not find this number on your annual pension or annuity statement, ask your pension plan administrator;
- Check only one box. If you are requesting to have Income Tax withheld, you also must enter the amount you want deducted from each payment;
- Sign and date the completed form;
- **Mail this form to the payer of your pension or annuity. If you do not have the mailing address, you must contact your payer.**

*For State of New Jersey retirees and benefit recipients only, visit the [New Jersey Division of Pensions and Benefits](#) for mailing information.*

### **Why should I file this form?**

Your pension or annuity may be taxable and you may owe tax when you file your New Jersey Income Tax return. Use this form to have the payer of your pension or annuity withhold New Jersey Income Tax for you. If you choose not to withhold New Jersey Income Tax, you may be required to make estimated tax payments.

*Note: If you do not expect to owe Income Tax to New Jersey at the end of the tax year, do not request to have New Jersey Income Tax withheld.*

## Is my pension or annuity taxable to New Jersey?

If you will recover 100% of your contributions to your pension or annuity within 36 months of your first payment, your pension does not become taxable until you exceed your contributions. If it will take longer than 36 months from the date of your first payment to recover 100% of your contributions, use the General Rule Method to determine the taxable portion of your pension.

If your income for the entire year is *not* more than \$20,000 (\$10,000 if your filing status is single or married/CU partner filing separate return), you have no tax liability to New Jersey.

Your pension is **not** subject to New Jersey tax if:

- You were *not* a resident of New Jersey while receiving your pension or annuity payments.
- It is a military pension resulting from service in the United States Army, Navy, Air Force, Marine Corps or Coast Guard.
- It is a pension received because of total and permanent disability and you are less than 65 years of age. *Note: If you continue to receive pension payments after you turn 65, your disability pension is then treated as an ordinary pension and taxable beginning that year.*

For more information on the taxability of your pension or annuity, visit publication [GIT-1, Pensions and Annuities](#).

## What amount of tax should I withhold?

To determine the amount of income tax to withhold, first estimate your expected New Jersey taxable income and tax liability. Be sure to consider all sources of income you (and your spouse, if filing jointly) have in the tax year and subtract any New Jersey tax exemptions, exclusions, and/or deductions. Refer to the NJ-1040 instructions or use publication [GIT-8, Estimating Income Taxes](#) to help estimate your income and tax liability.

If you have an estimated New Jersey tax liability, use the worksheet below to calculate the amount of tax to withhold:

- |   |          |
|---|----------|
| 1. Estimated tax liability for the tax year                                 | \$ _____ |
| 2. New Jersey Income Tax paid/withheld by other sources                     | \$ _____ |
| 3. Balance of tax (Subtract line 2 from line 1)                             | \$ _____ |
| 4. Number of pension or annuity payments in the tax year                    | _____    |
| 5. Amount of tax to withhold from each payment<br>(Divide line 3 by line 4) | \$ _____ |

## What if I have questions?

If you have general questions, contact the New Jersey Division of Taxation Customer Service Center at (609) 292-6400. Agents are available Monday from 8:30 a.m. to 5:30 p.m. and Tuesday through Friday 8:30 a.m. to 4:30 p.m. – except State holidays.