



Office of the State Comptroller

PAYROLL BULLETIN

Subject Employees Claiming Exempt from NYS Withholding Taxes	Bulletin No. P-988
	Date March 16, 1998

The New York State Department of Taxation and Finance regulations require anyone claiming tax exempt status to file a new IT-2104-E by April 30 each year. The IT-2104-E's are to be retained in the employee's payroll office. Only the current year's exemption form must be retained.

We are sending you a listing (POL-40A) identifying employees in your agency claiming exempt status. Agencies with no employees claiming exempt are provided the following message **'THERE ARE NO EMPLOYEES CLAIMING TAX EXEMPT FOR THIS AGENCY'**.

If any employee on this listing does not provide you with a new IT-2104-E by April 30, 1998, submit a transaction changing their status to single 0 either through the Deduction Processing On-Line System or on an AC-1040.

Questions concerning this bulletin should be directed to the Systems Development Office at (518) 486-3066.