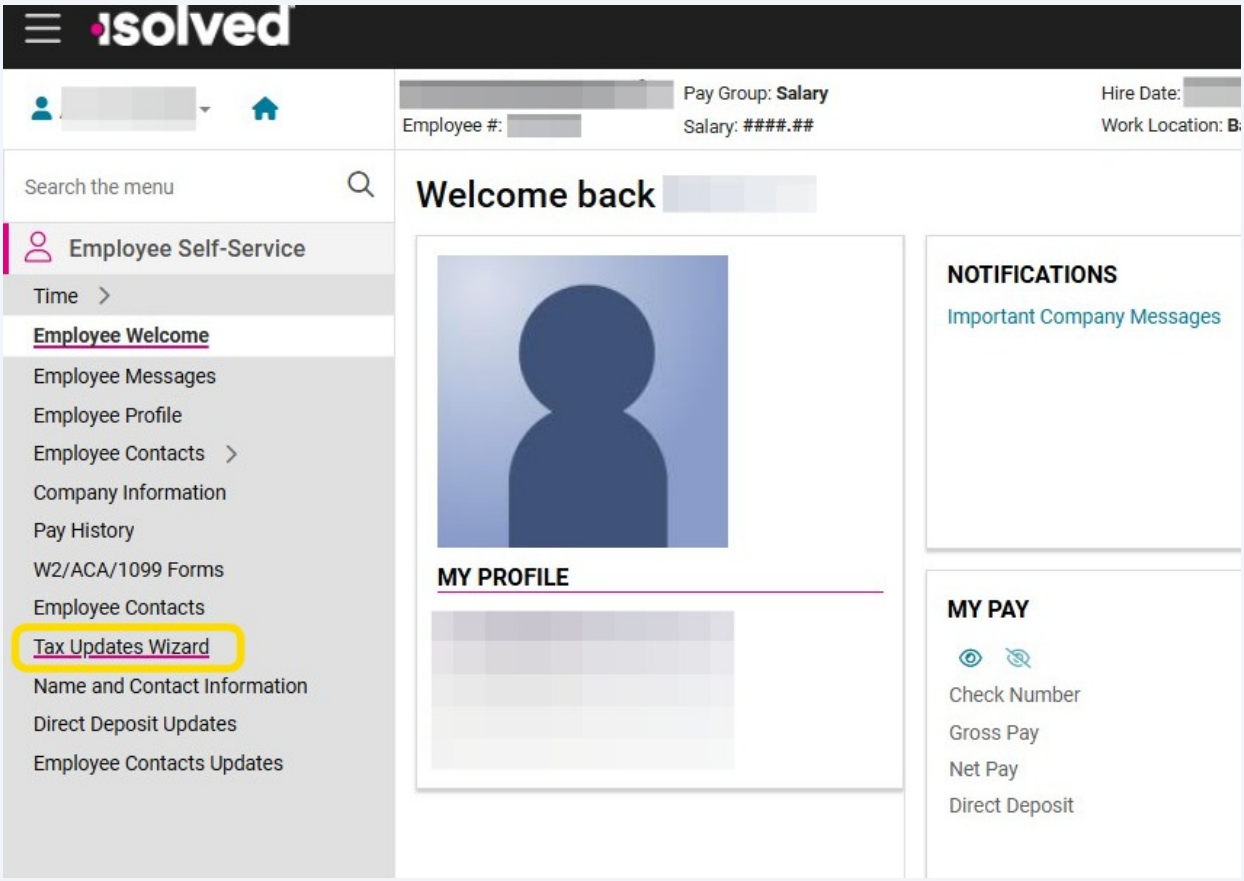
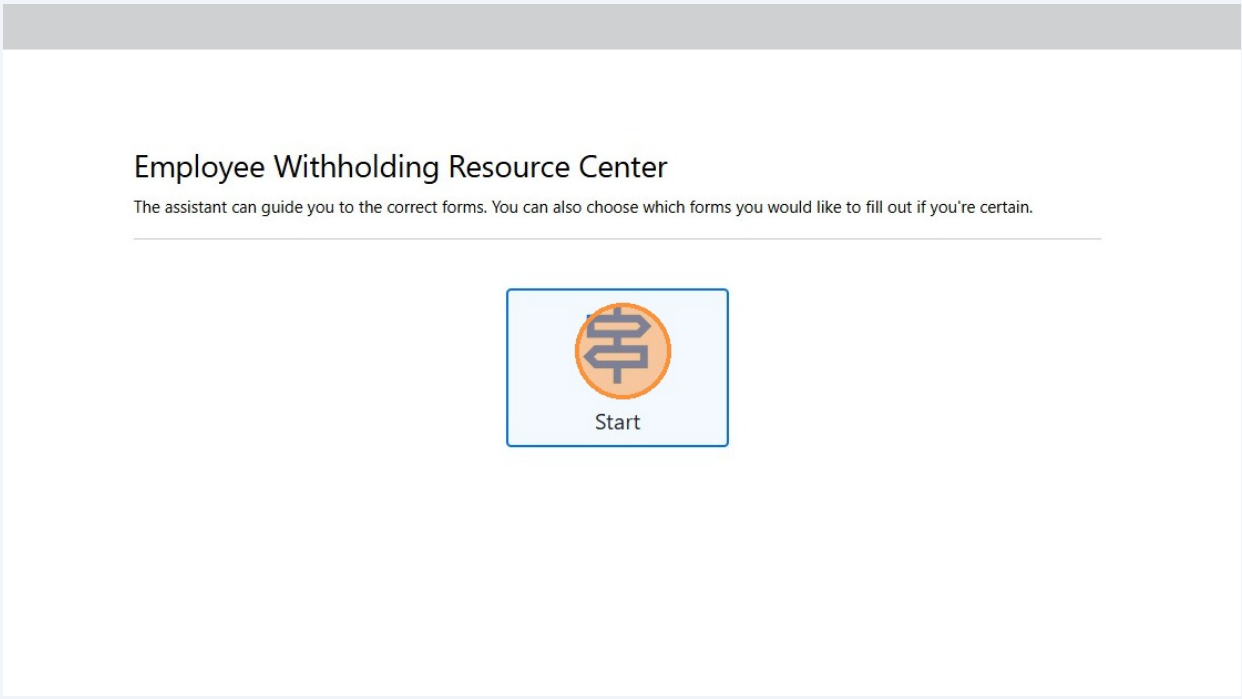
Update Federal and Arkansas W-4 Withholding Information through Tax Wizard on iSolved

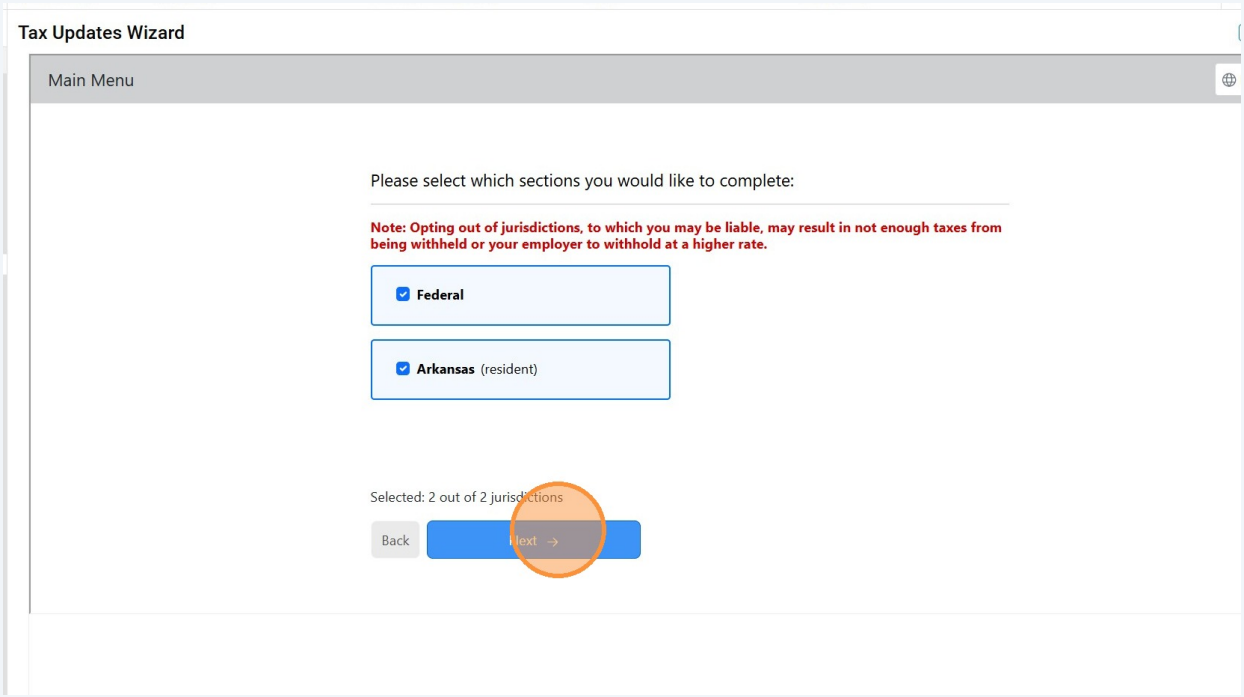
1 Log in to your employee iSolved account and click the "Tax Updates Wizard" on the left side of the screen



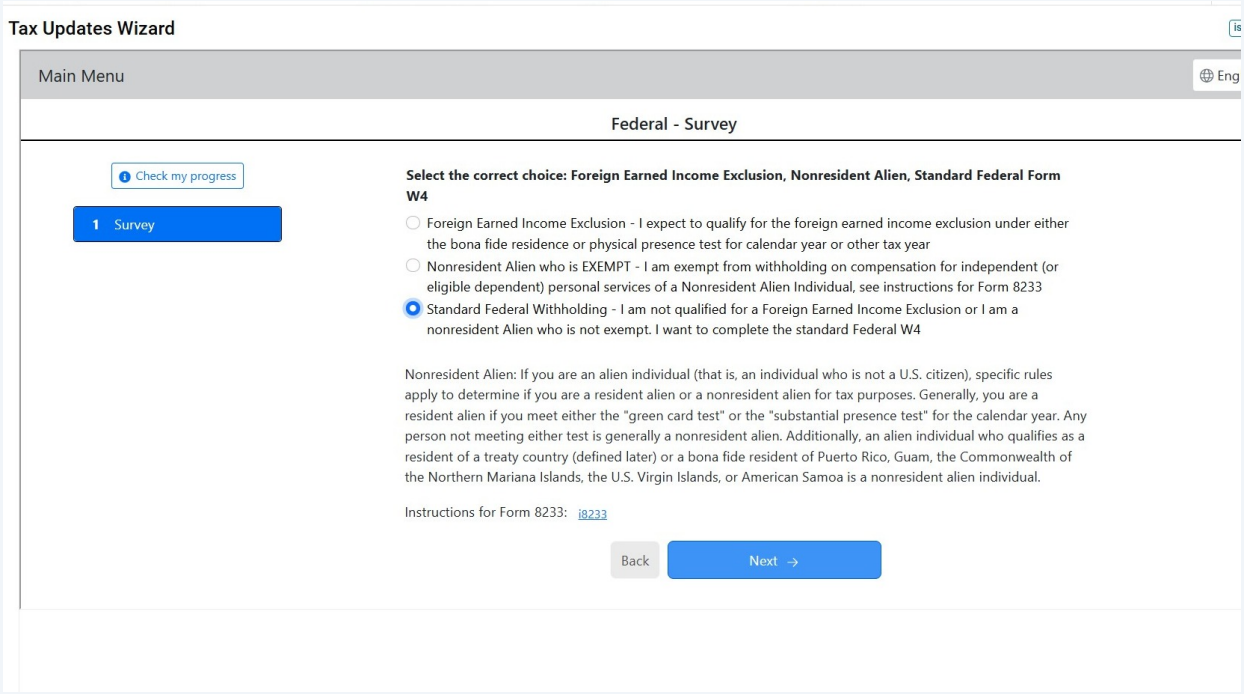
2 Click this icon to start



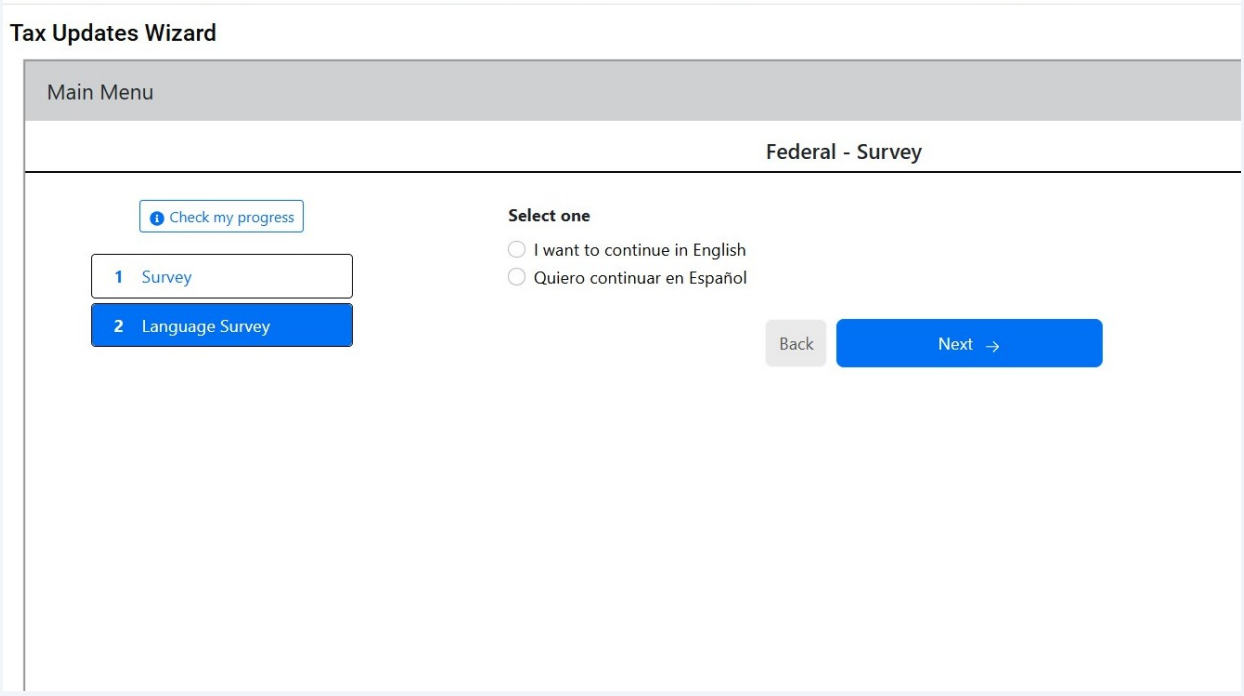
3 Click "Next" after selecting "Federal" and "Arkansas" to complete both sections



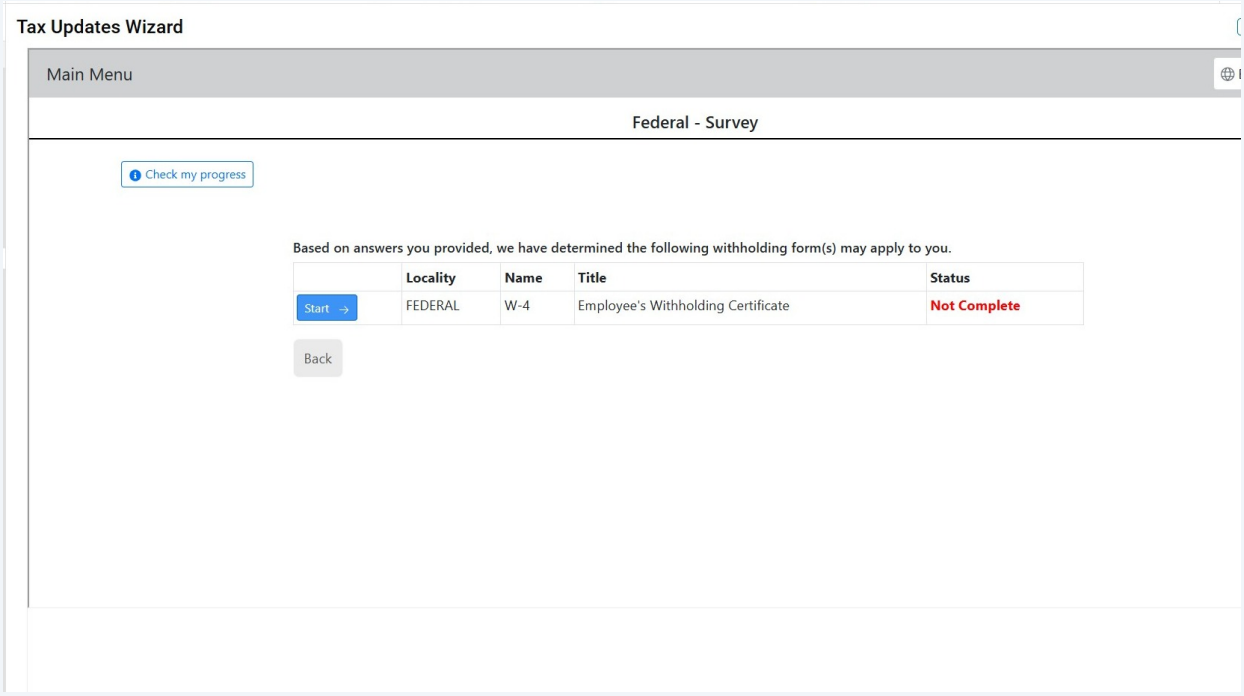
4 Choose the option that applies to your situation, click "Next" to continue.



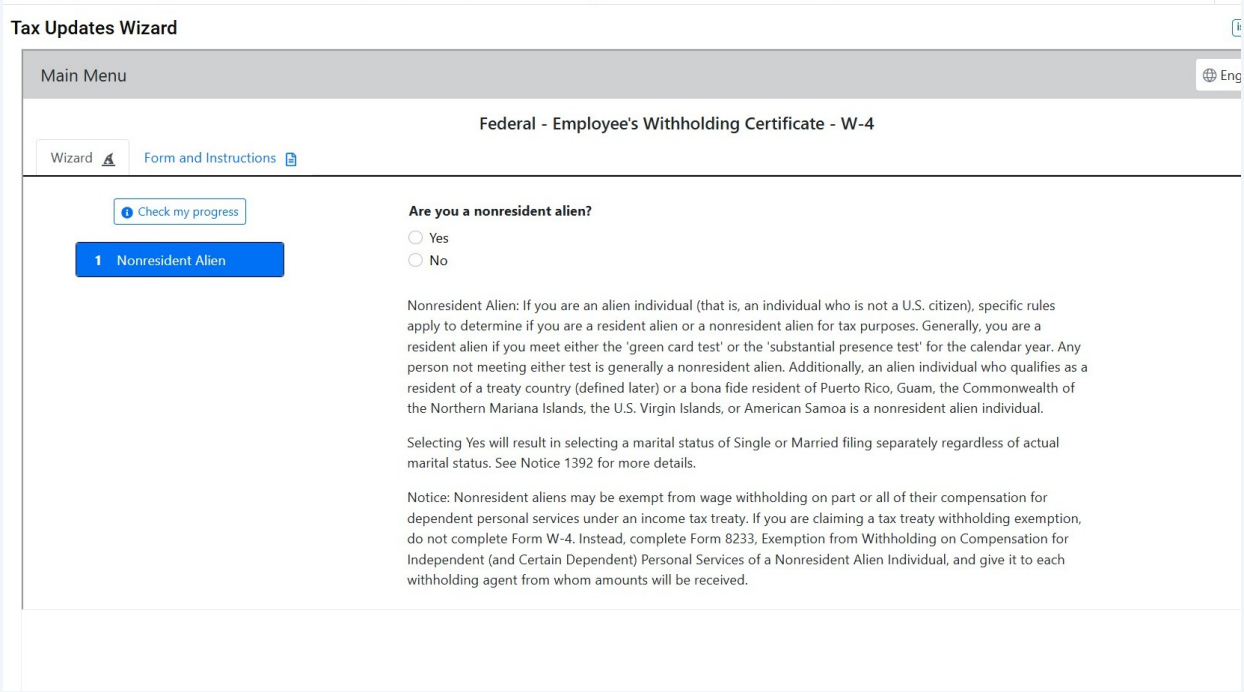
5 Choose language preference and click "Next" to continue



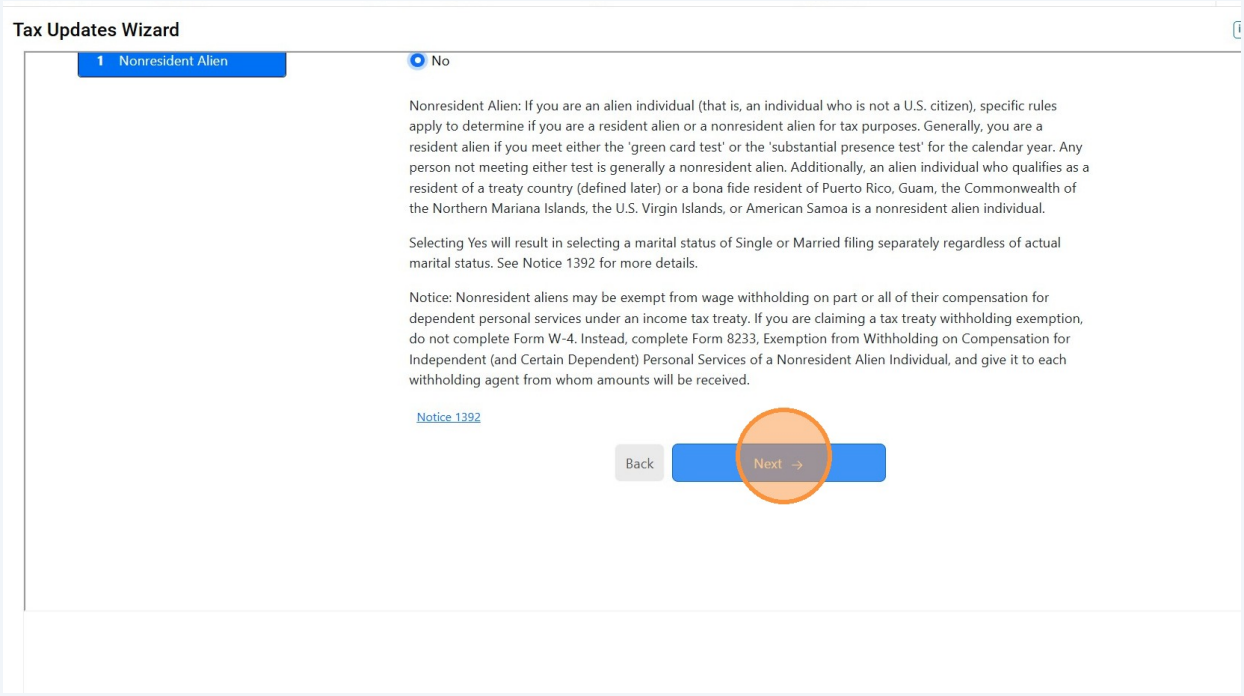
6 Click "Start"



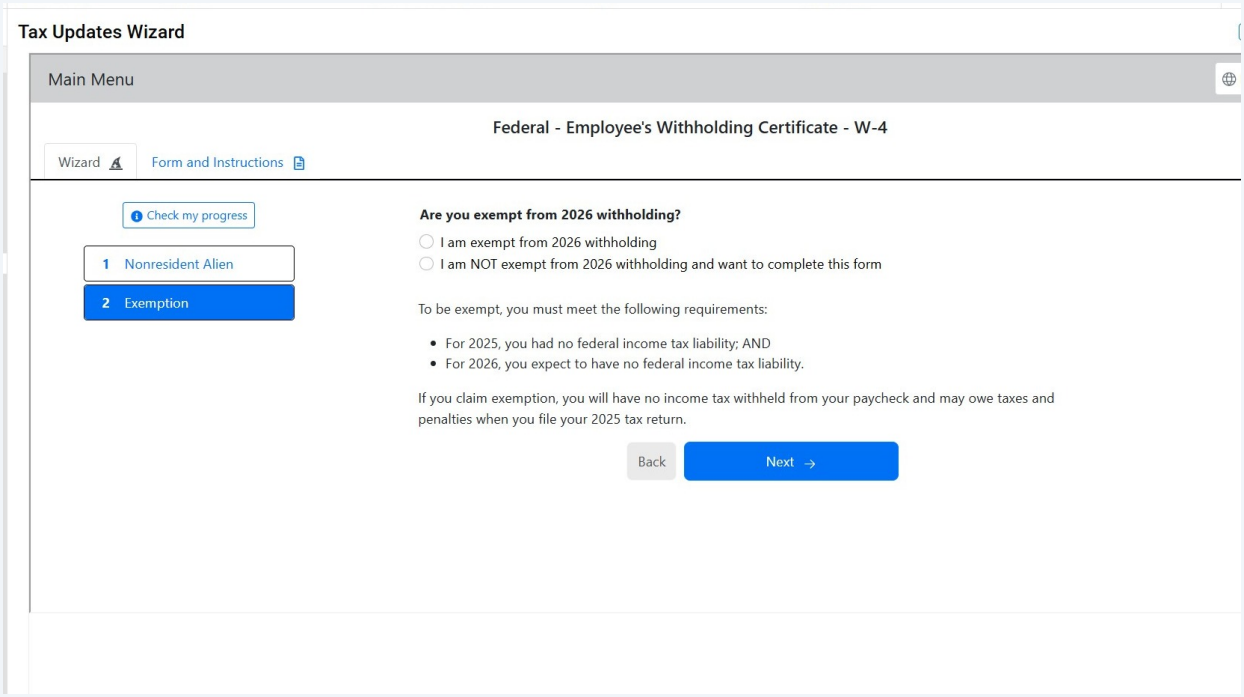
7 Choose the option that applies to your situation, click "Next" to continue.



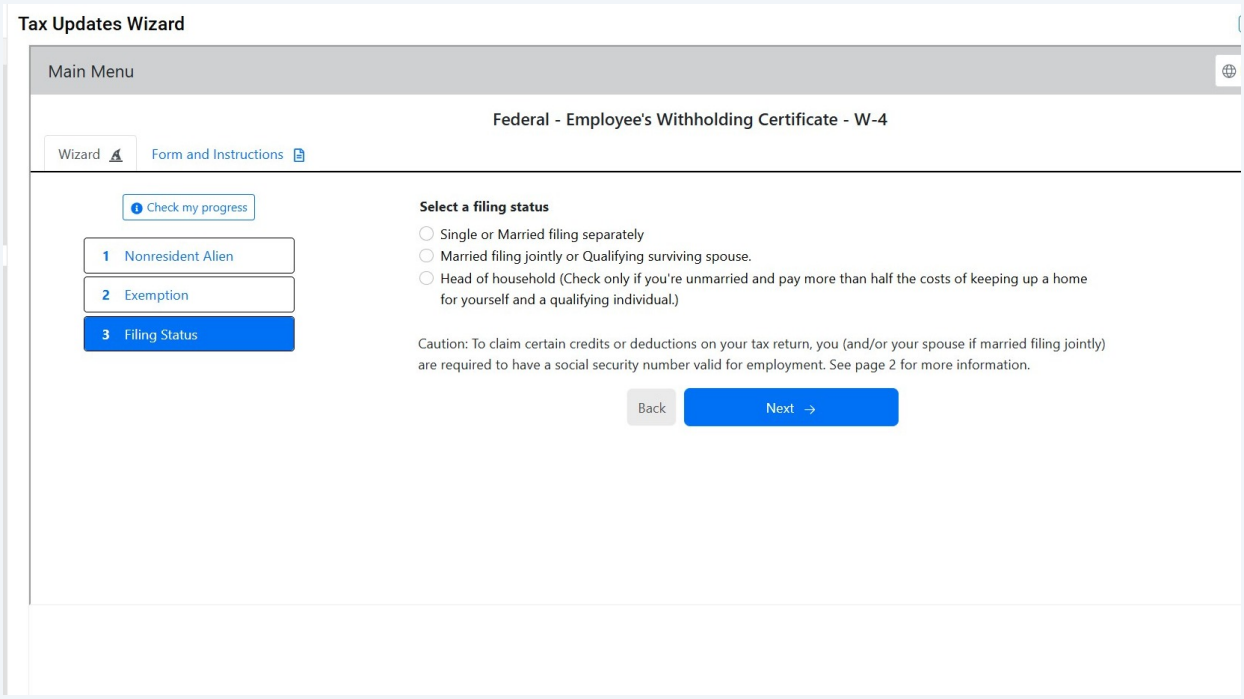
8 Click "Next"



9 Choose the option that applies to your situation, click "Next" to continue.



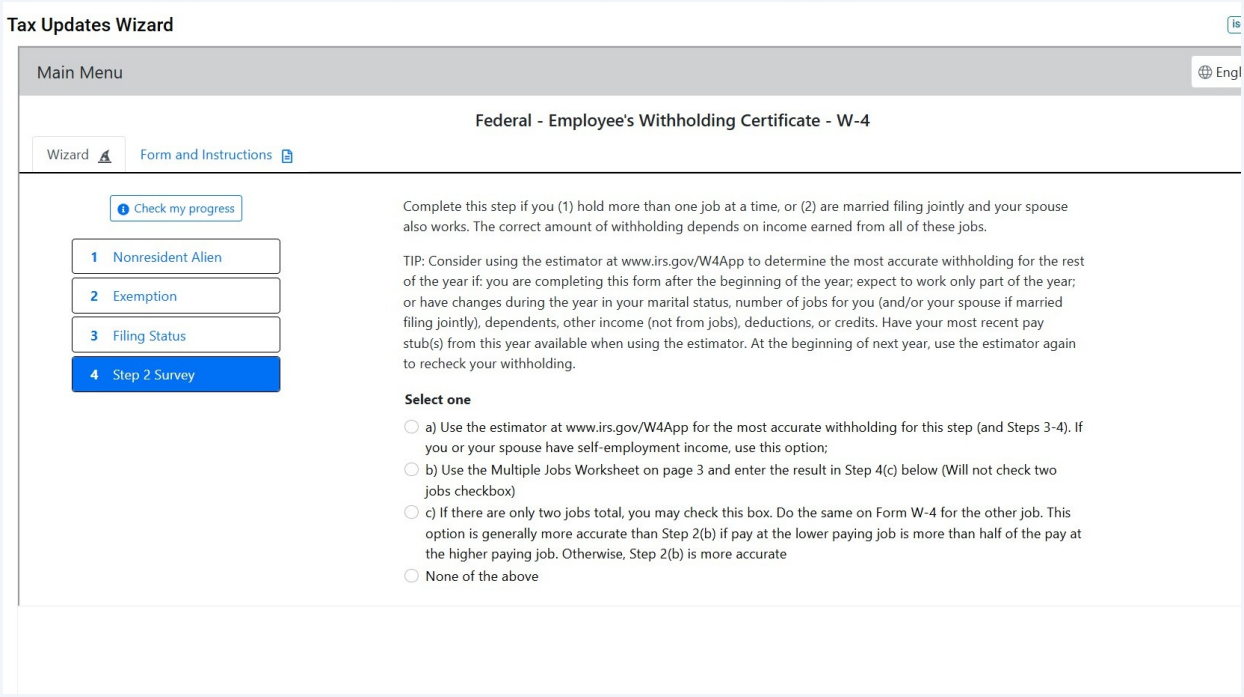
10 Choose the option that applies to your situation, click "Next" to continue.



11 Choose the option that applies to your situation, click "Next" to continue.

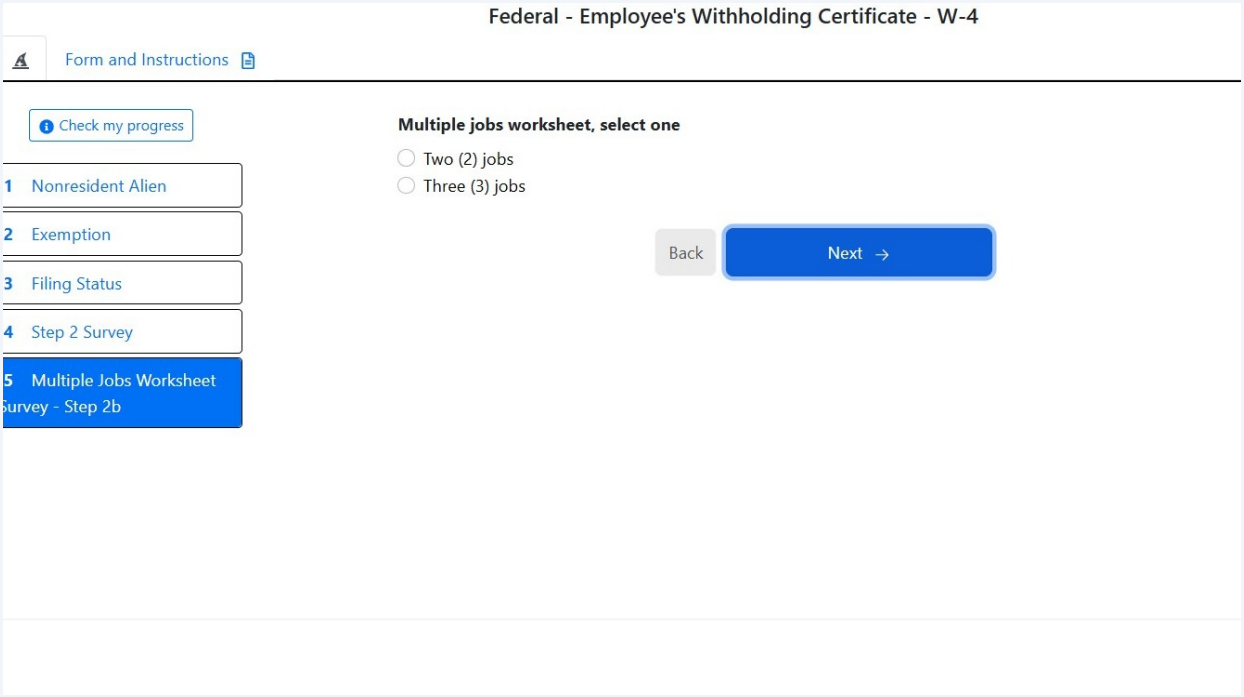
If you are unsure of which option applies to you, use the estimator at[ww.irs.gov/W4App](ww.irs.gov/W4App) for the most accurate withholding for this step (and Steps 3-4)

If you choose option A, C or None of the Above you will be automatically directed to the screen shown on step 15.

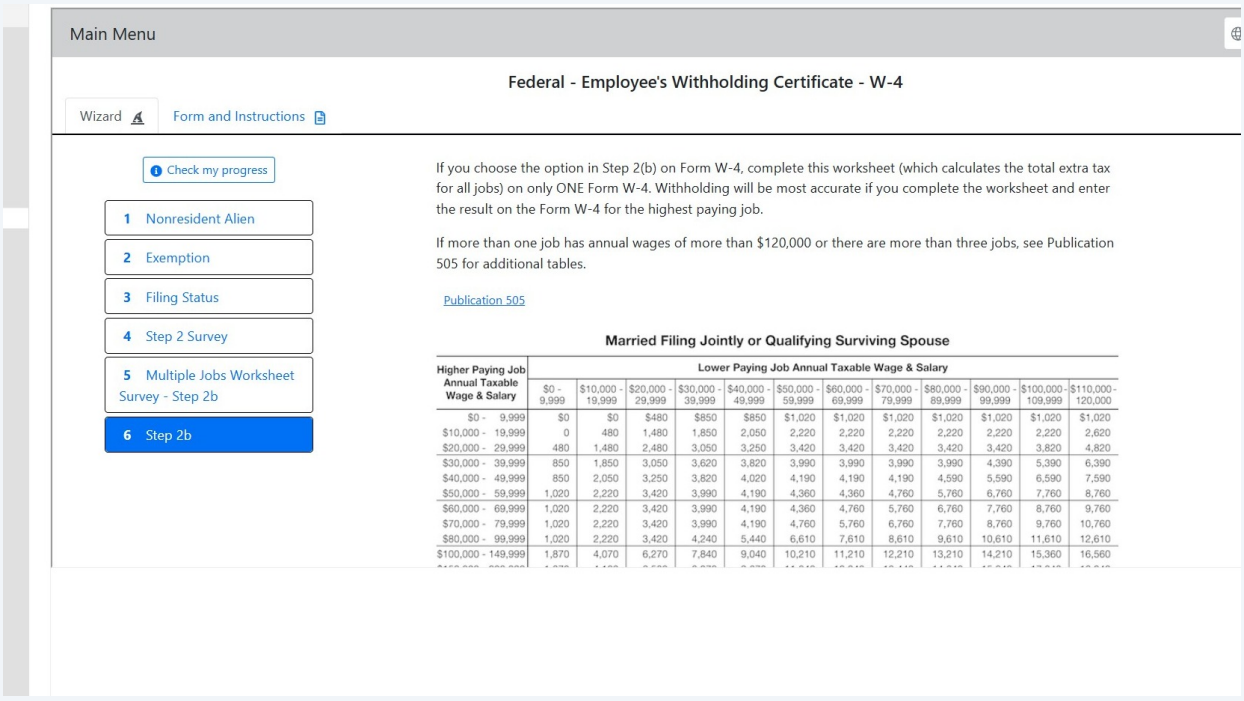


12 If you choose option B you will be guided to this screen.

Choose the option that applies to your situation, click "Next" to continue.



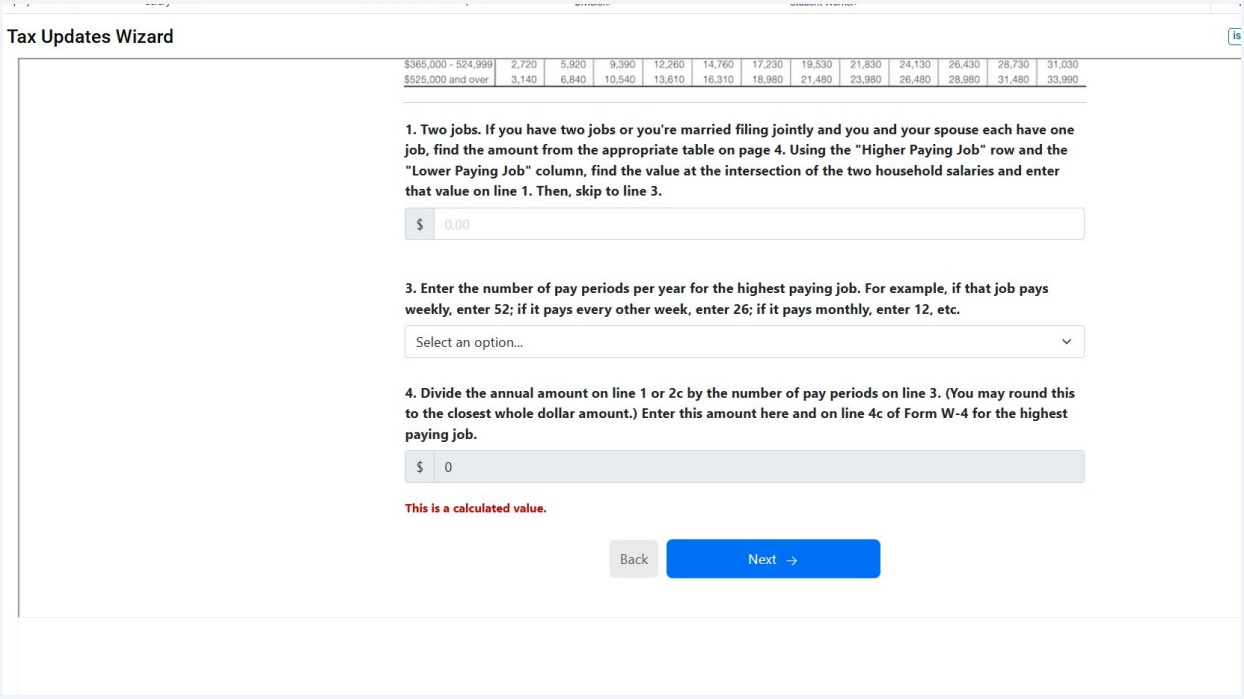
13 Continuing with option B, you will need to review the wage table and instructions.



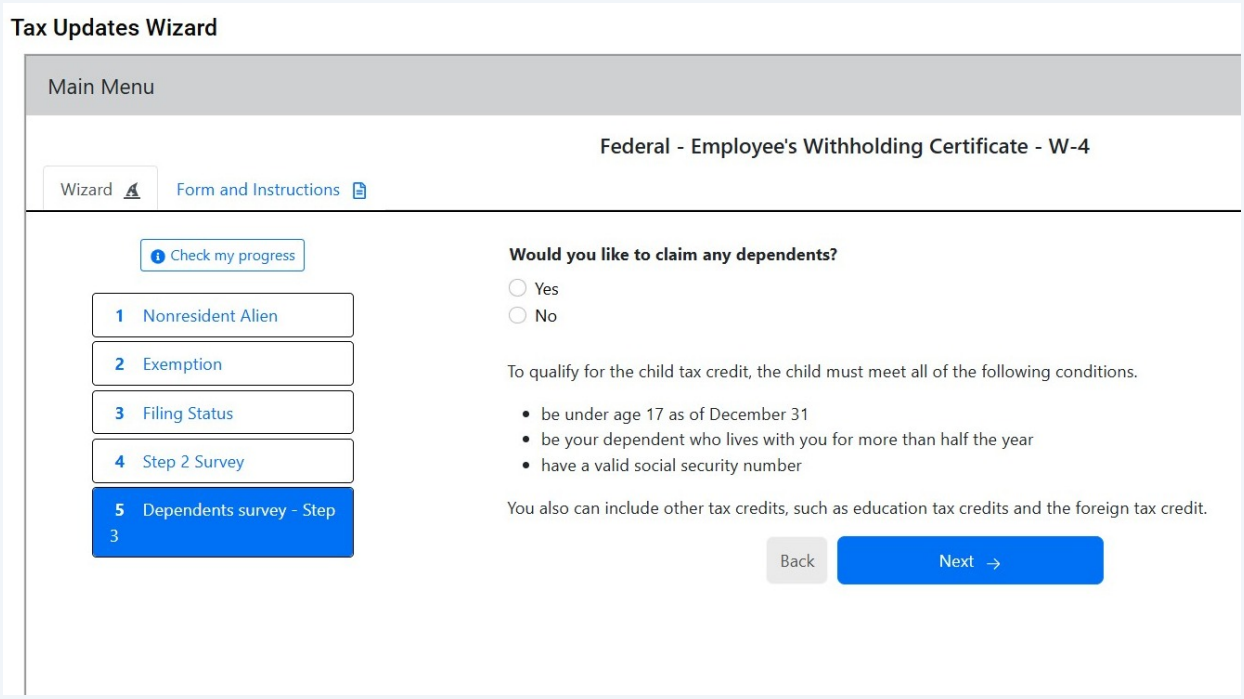
Higher Paying Job Annual Taxable Wage & Salary	Lower Paying Job Annual Taxable Wage & Salary											
	$0 - 9,999	$10,000 - 19,999	$20,000 - 29,999	$30,000 - 39,999	$40,000 - 49,999	$50,000 - 59,999	$60,000 - 69,999	$70,000 - 79,999	$80,000 - 89,999	$90,000 - 99,999	$100,000 - 109,999	$110,000 - 120,000
$0 - 9,999	$0	$0	$480	$850	$850	$1,020	$1,020	$1,020	$1,020	$1,020	$1,020	$1,020
$10,000 - 19,999	0	480	1,480	1,850	2,050	2,220	2,220	2,220	2,220	2,220	2,220	2,620
$20,000 - 29,999	480	1,480	2,480	3,050	3,250	3,420	3,420	3,420	3,420	3,420	3,820	4,820
$30,000 - 39,999	850	1,850	3,050	3,620	3,820	3,990	3,990	3,990	3,990	4,390	5,390	6,390
$40,000 - 49,999	850	2,050	3,250	3,820	4,020	4,190	4,190	4,190	4,590	5,590	6,590	7,590
$50,000 - 59,999	1,020	2,220	3,420	3,990	4,190	4,360	4,360	4,760	5,760	6,760	7,760	8,760
$60,000 - 69,999	1,020	2,220	3,420	3,990	4,190	4,360	4,760	5,760	6,760	7,760	8,760	9,760
$70,000 - 79,999	1,020	2,220	3,420	3,990	4,190	4,760	5,760	6,760	7,760	8,760	9,760	10,760
$80,000 - 99,999	1,020	2,220	3,420	4,240	5,440	6,610	7,610	8,610	9,610	10,610	11,610	12,610
$100,000 - 149,999	1,870	4,070	6,270	7,840	9,040	10,210	11,210	12,210	13,210	14,210	15,360	16,560

14 Continuing with option B, complete fields 1,3 & 4 and click "Next" to continue.

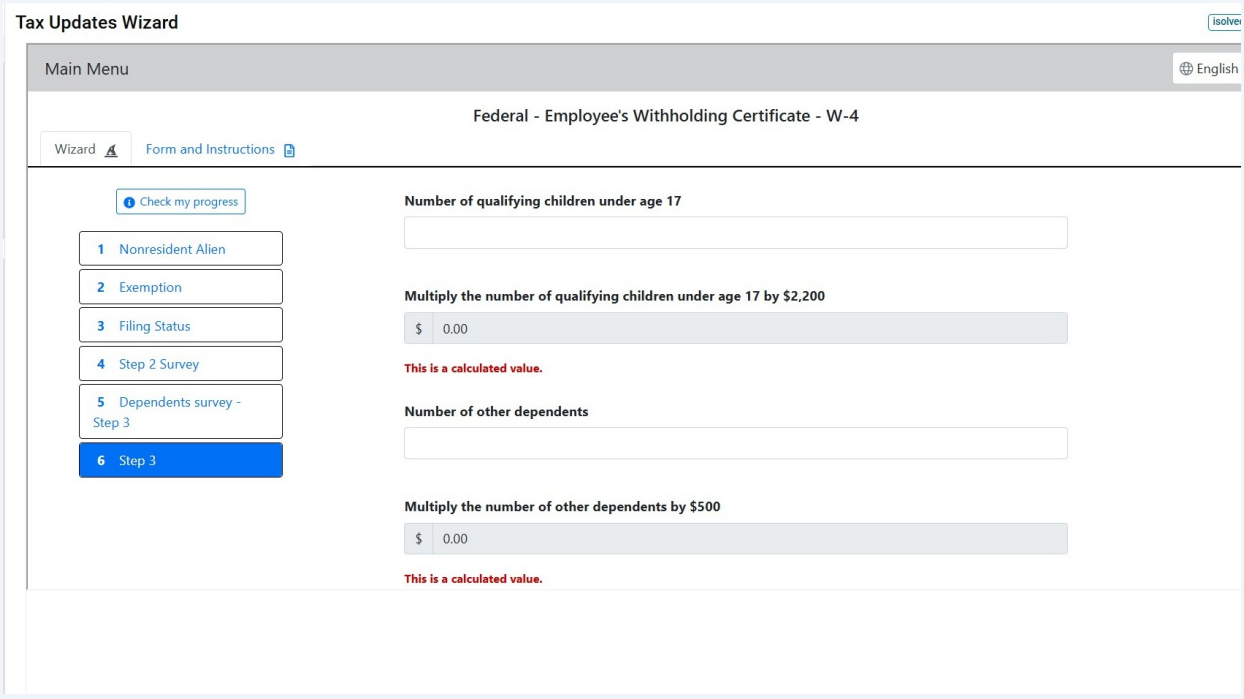
If you chose the 3 Jobs option on the Multiple Jobs Worksheet, you will have a few additional fields to complete at this step.



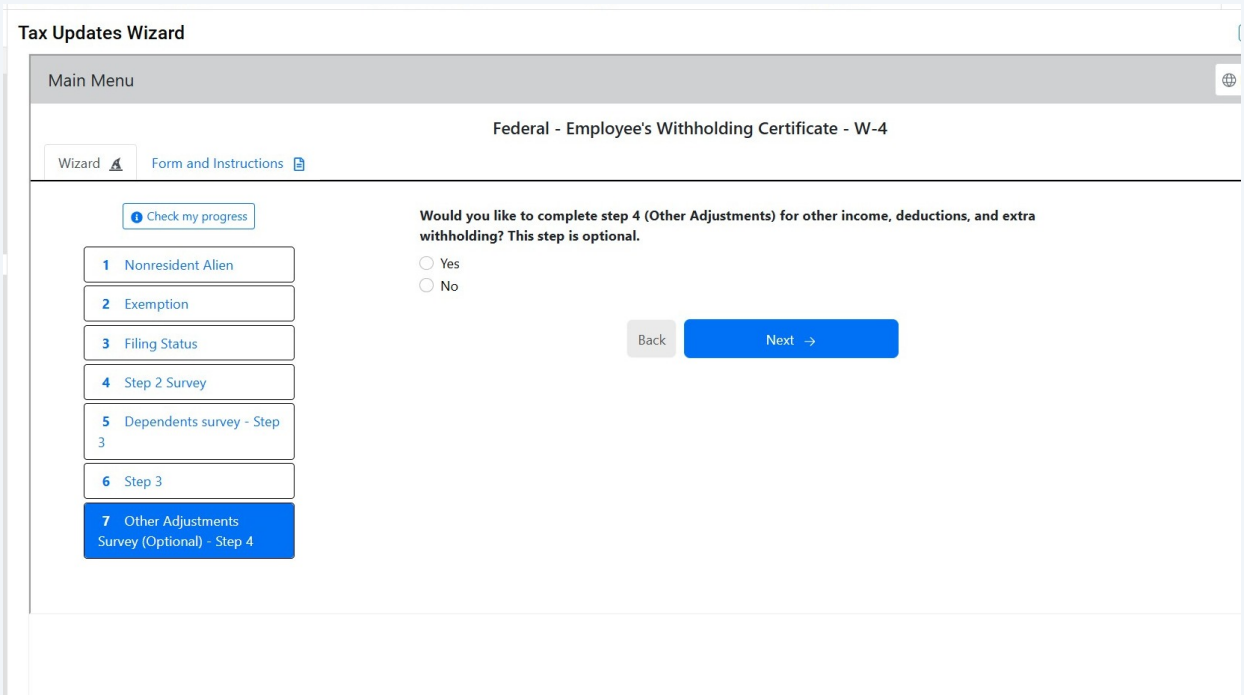
15 Choose the option that applies to your situation, click "Next" to continue.



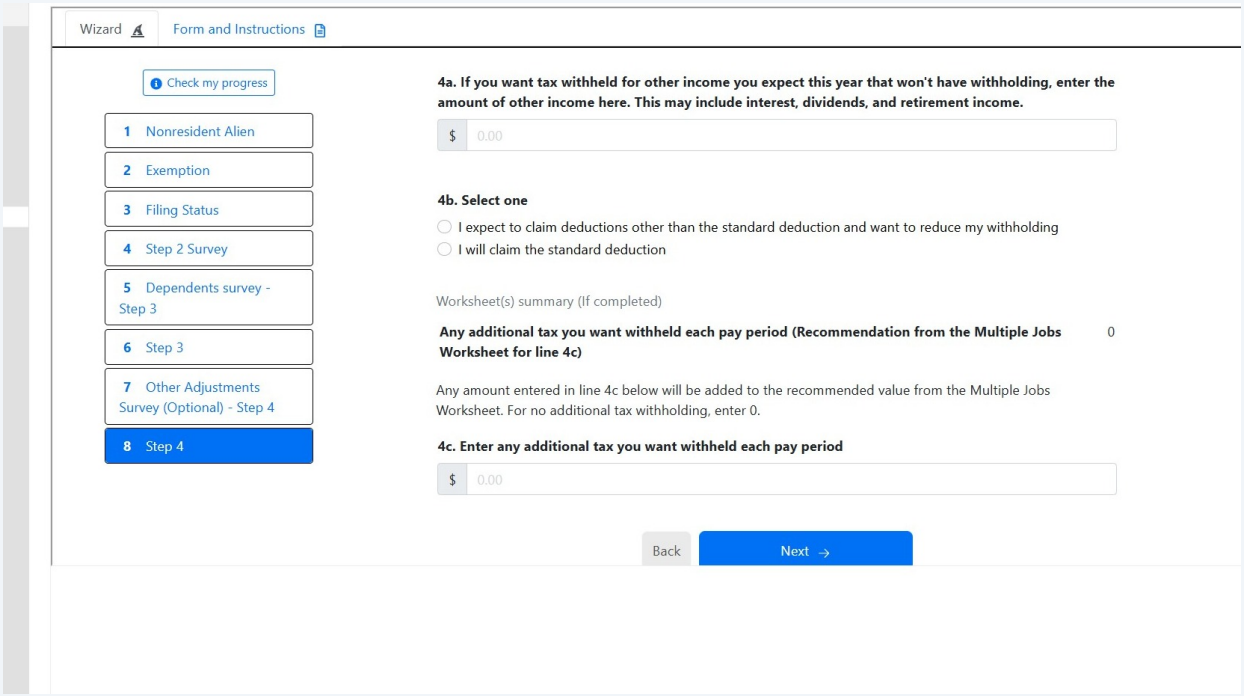
16 If you selected "Yes" on the previous step, Complete the required fields and click "Next" to continue.



17 Choose the option that applies to your situation, click "Next" to continue.

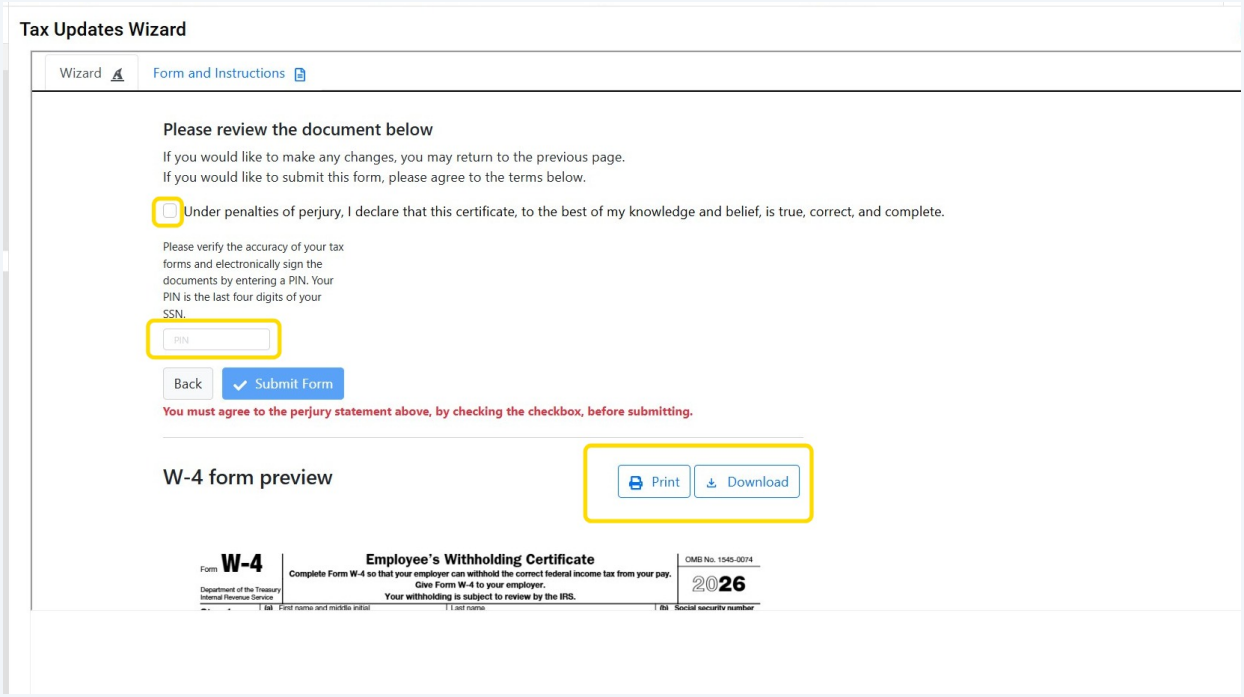


18 If "Yes" in the step above, Please complete the required information and click "Next" to continue.

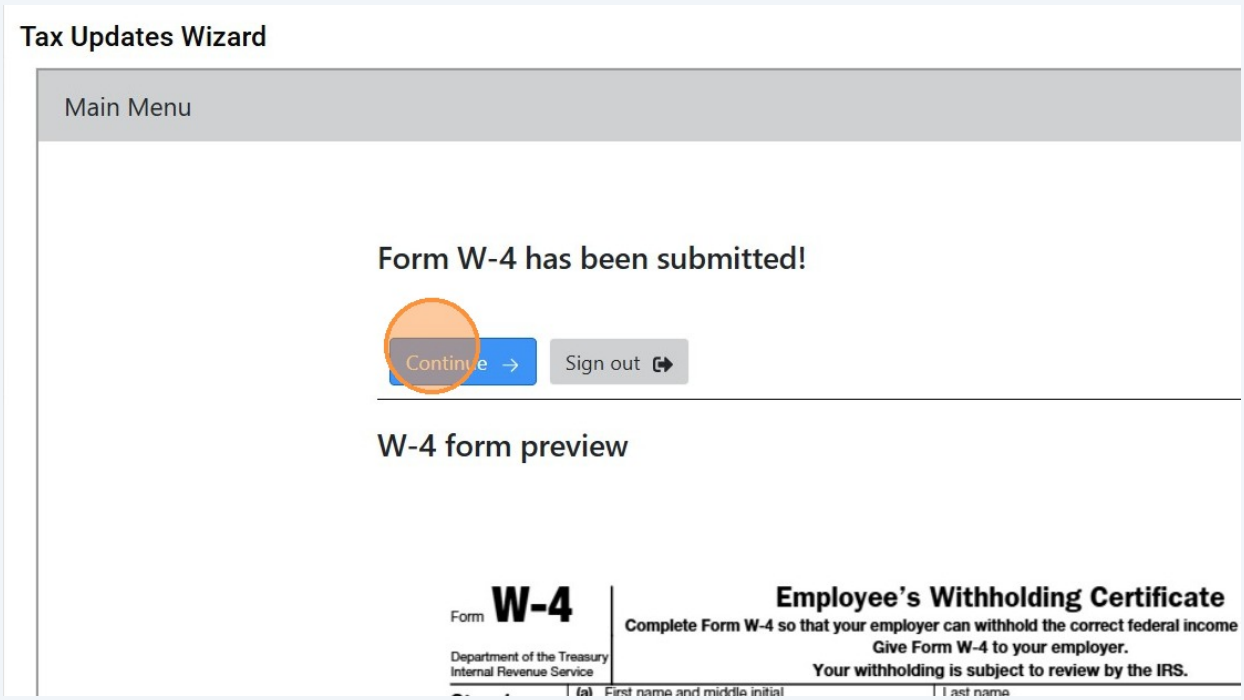


19 Please review and complete the required information.

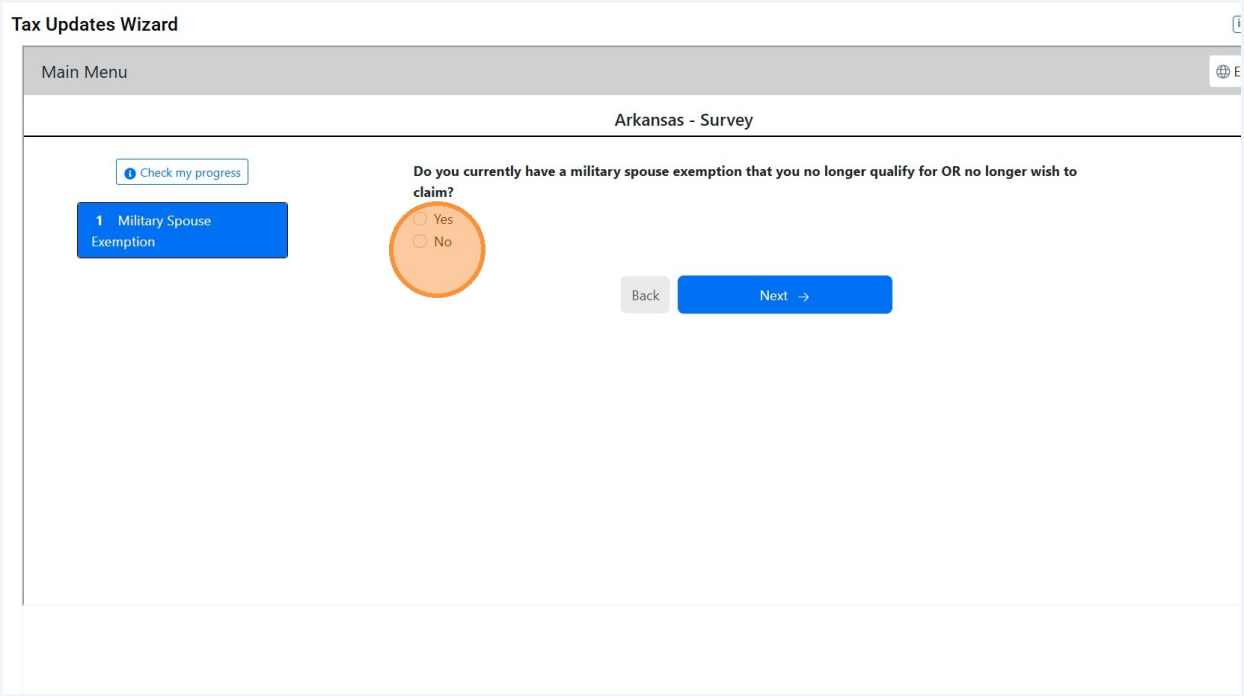
You may also print or download your completed Federal W-4 in this window. Print/Download before clicking "Submit Form"



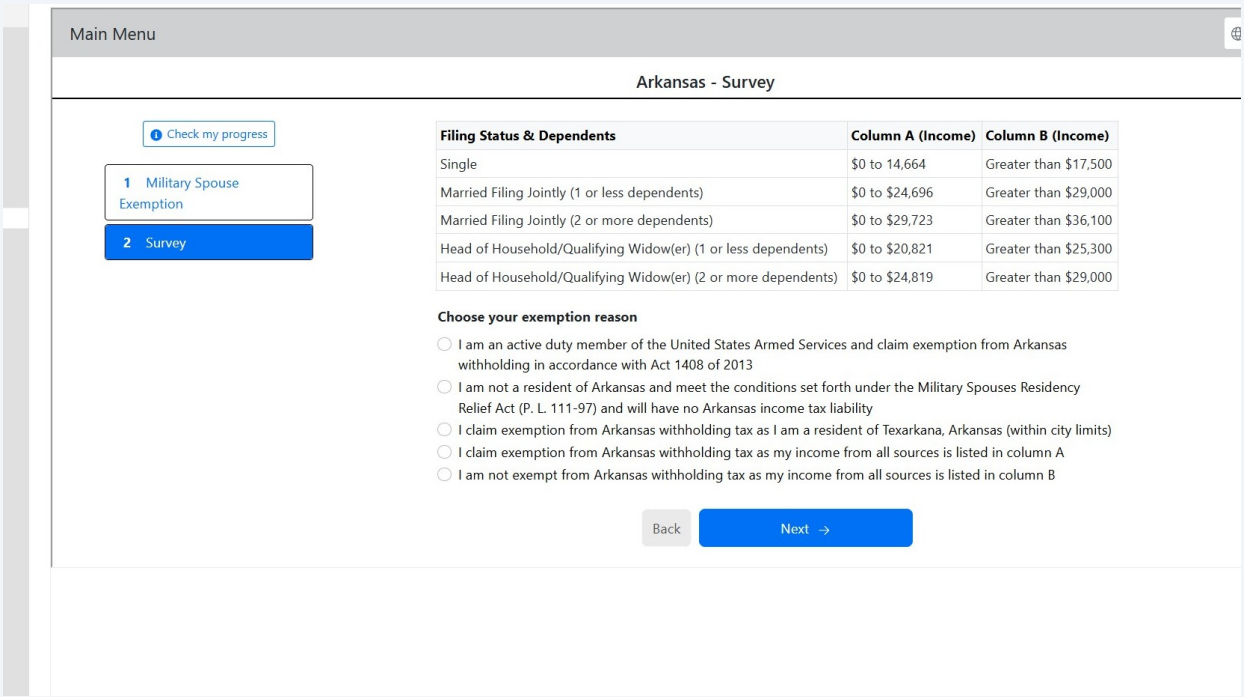
20 After submission, Click "Continue". This will begin your State of Arkansas Withholding process.



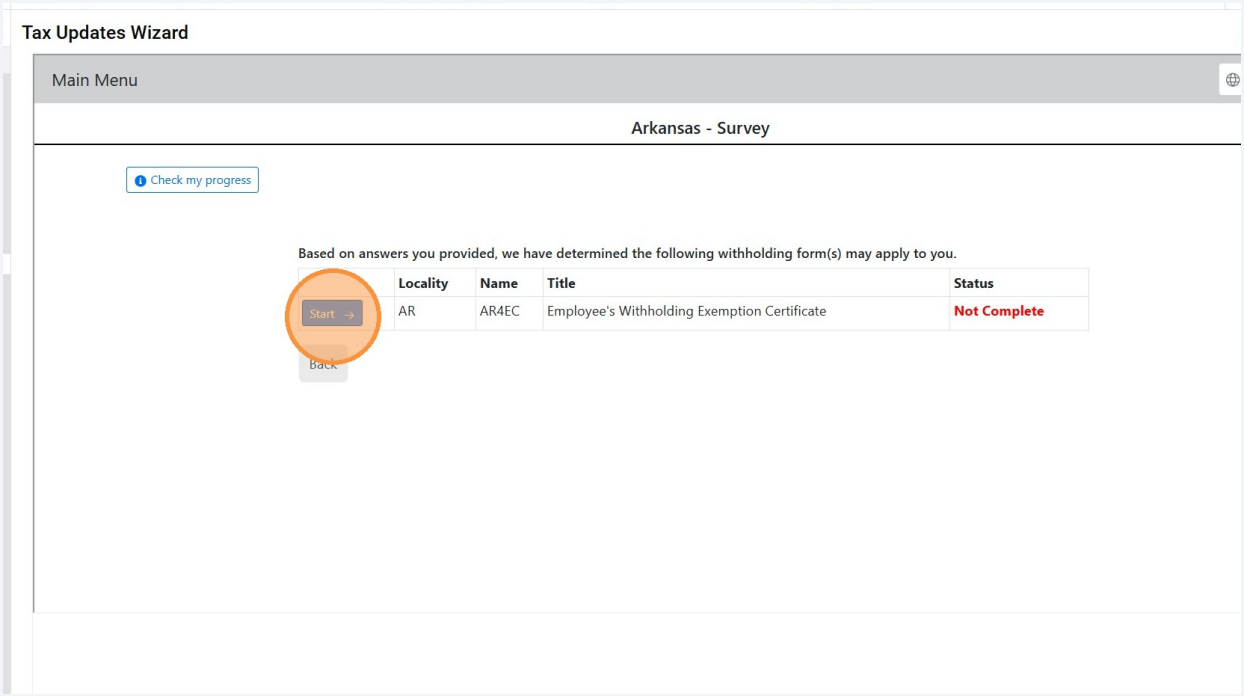
21 Choose the option that applies to your situation, click "Next" to continue.



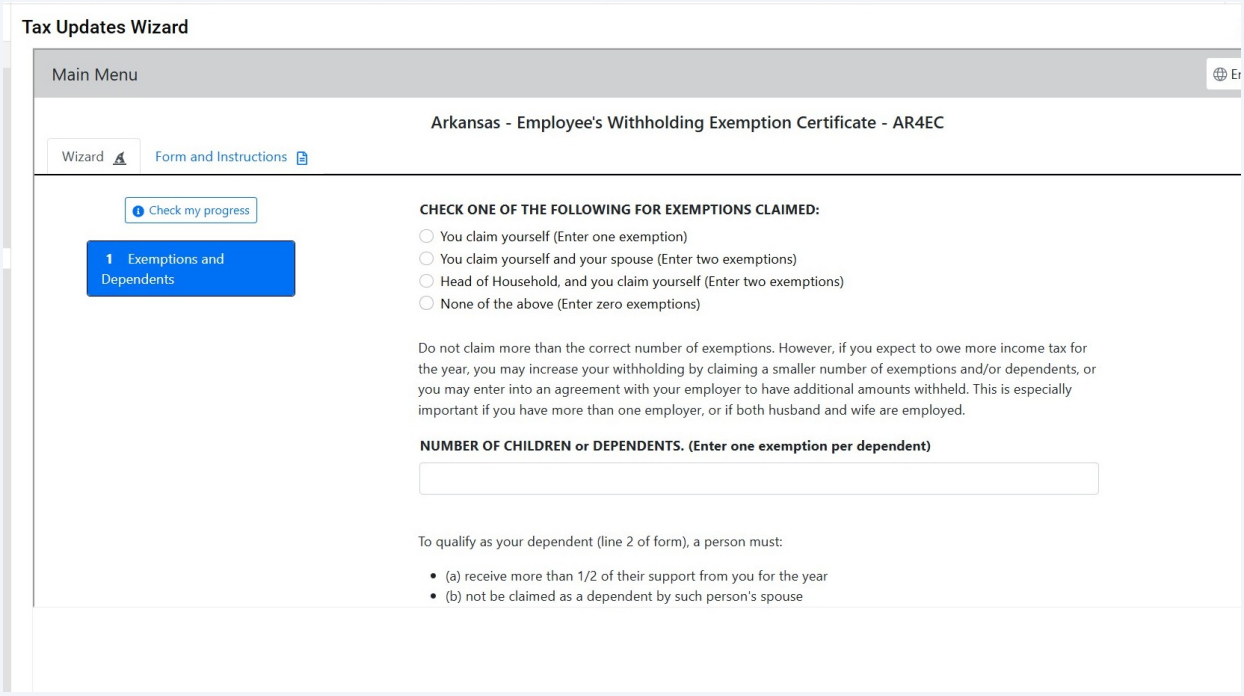
22 Choose the option that applies to your situation, click "Next" to continue.



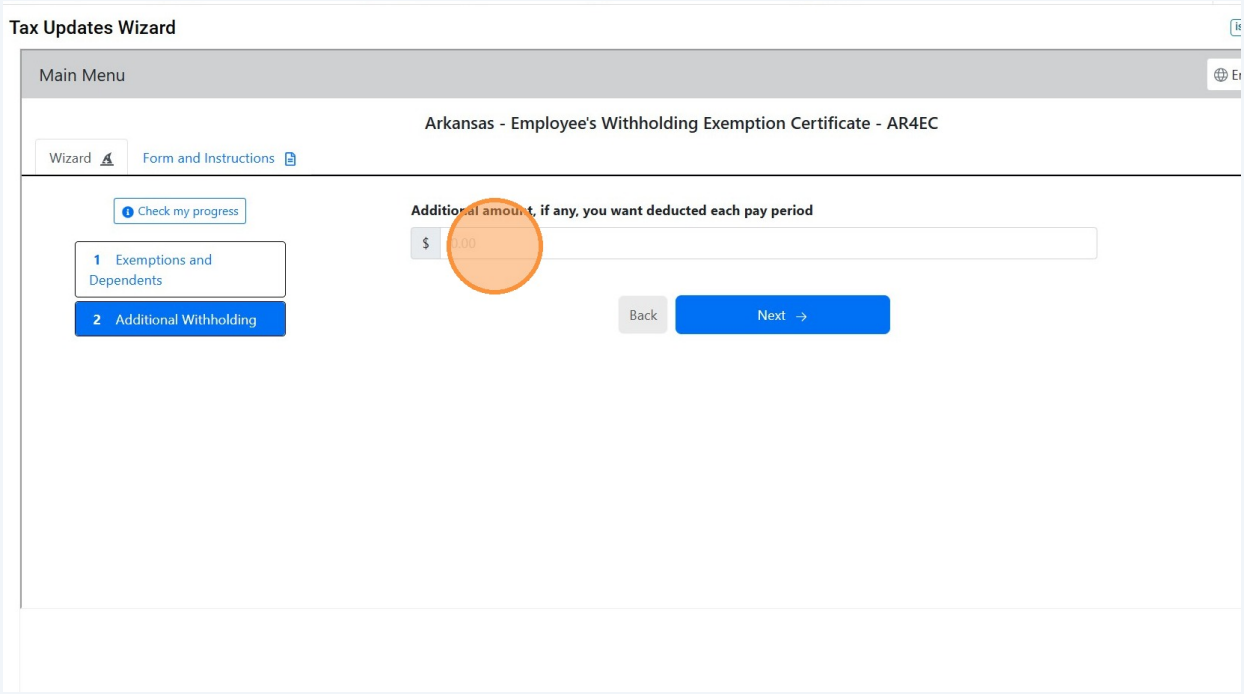
23 Click "Start"



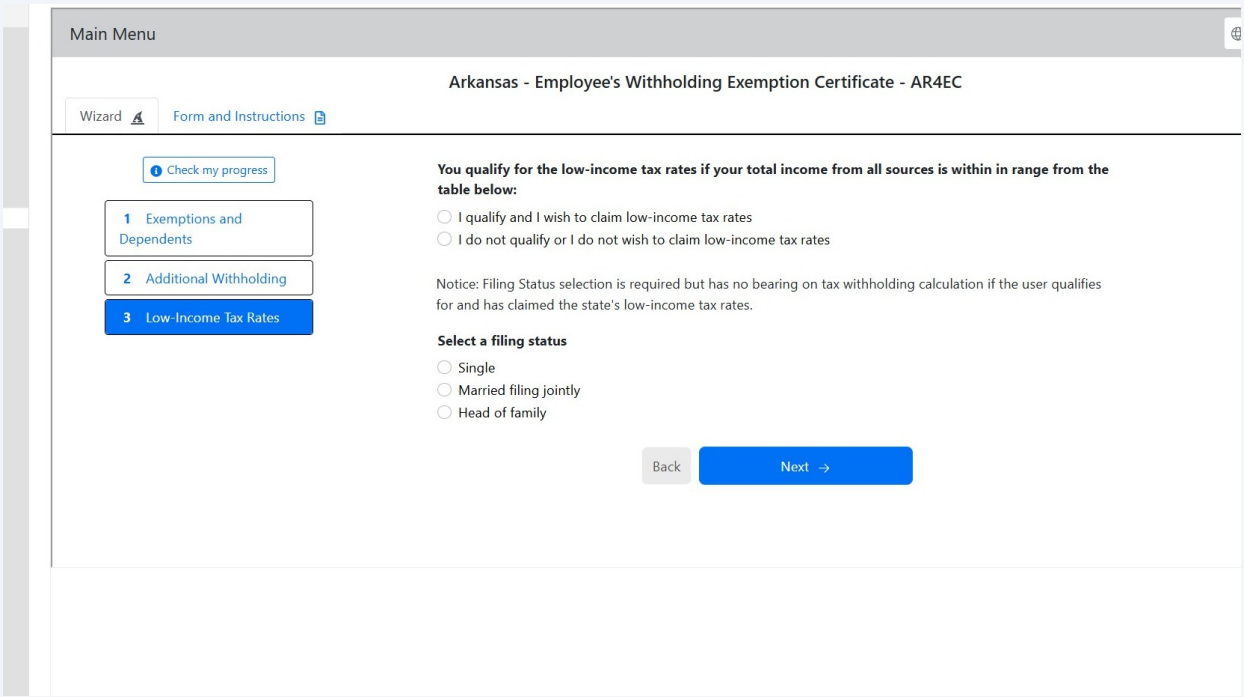
24 Choose the option that applies to your situation, complete the required information and click "Next" to continue.



25 Click the "Additional amount, if any, you want deducted each pay period" field, click "Next" to continue.

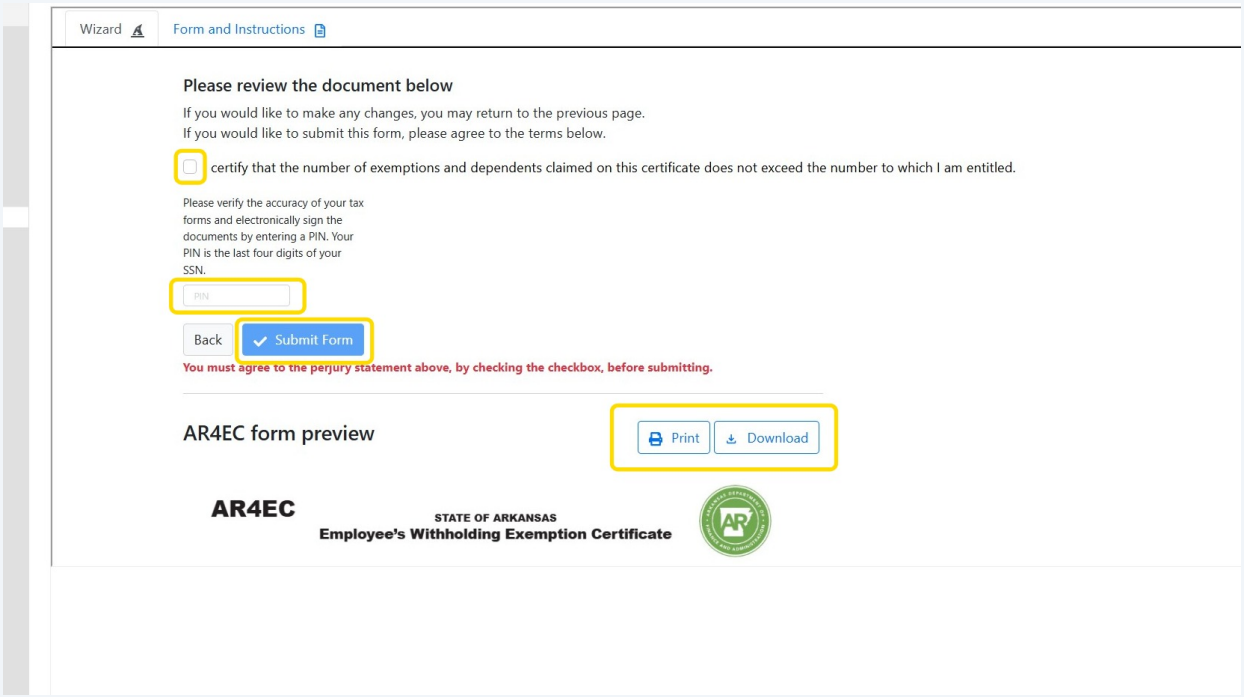


26 Choose the option that applies to your situation, click "Next" to continue.

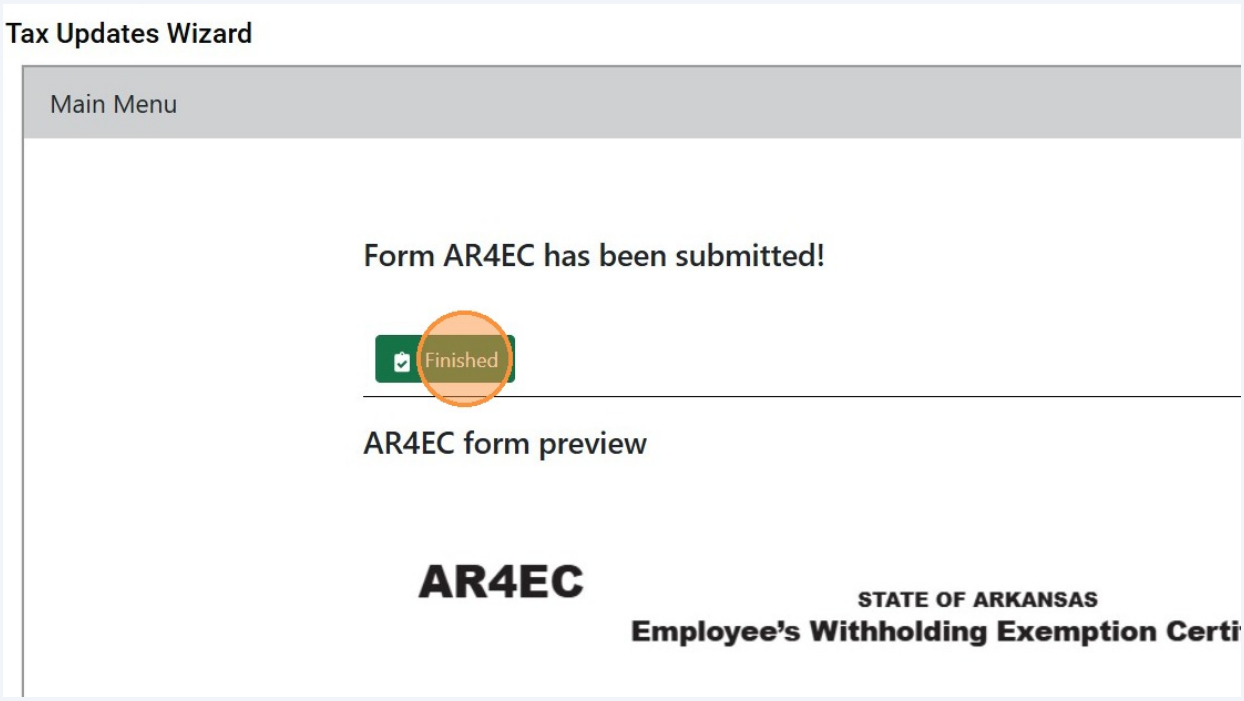


27 Please review and complete the required information.

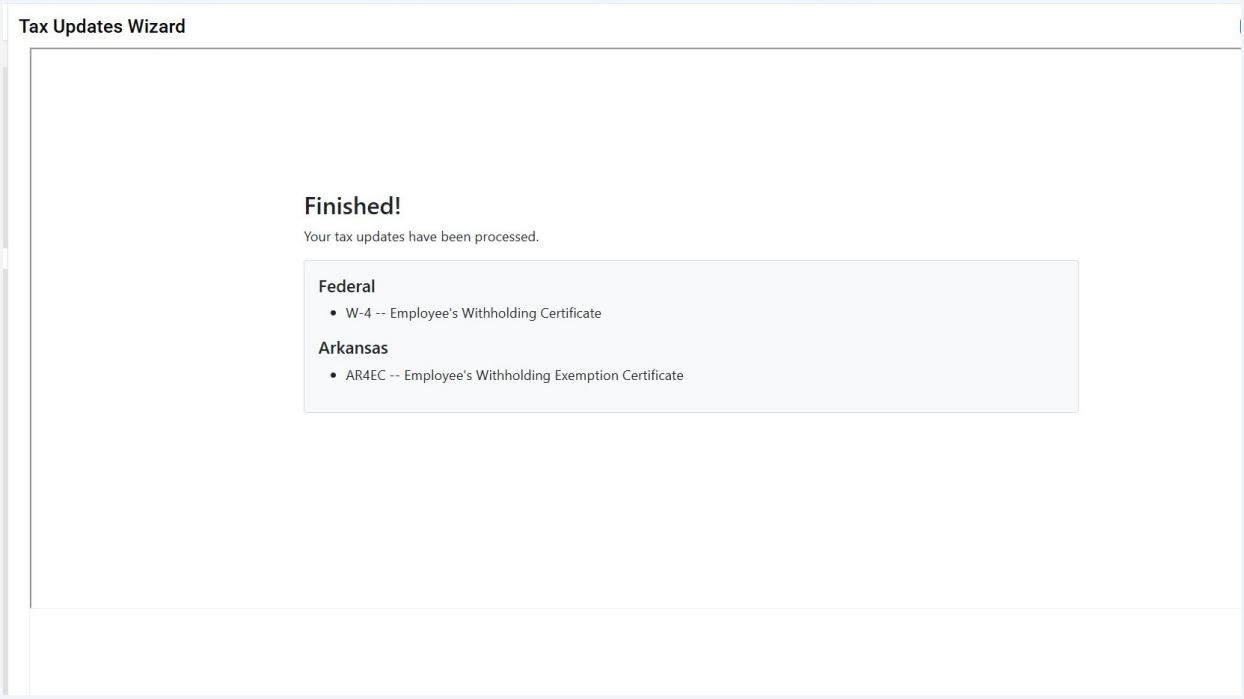
You may also print or download your completed State of Arkansas AR4EC form in this window. Print/Download before clicking "Submit Form"



28 Click "Finished"



29 You have now completed your Federal and State Tax Withholding Forms.

You will receive a confirmation email once your forms have been submitted. You will receive a second confirmation email from HR after your submission has been reviewed and your payroll record has been updated.

If your tax needs change at any time, please return and complete these steps again so your withholding information can be updated accordingly.