

2016 Request for Reduced Withholding to Designate for Tax Credits

Arizona Form A-4C

Obtain additional information or assistance by calling one of the numbers listed below:

Phoenix (602) 255-3381
From area codes 520 and 928, toll-free (800) 352-4090

Obtain tax rulings, tax procedures, tax forms and instructions, and other tax information by accessing the department's website at www.azdor.gov.

General Instructions

Purpose of Form

This form is optional and provided as a courtesy by the Arizona Department of Revenue. The same result can be accomplished using your own form or a letter.

Please do not mail this form to the Arizona Department of Revenue. Mail this form to your employer or provide it to your employer's human resource or payroll office.

An employee can request that his or her employer reduce his or her withholding in an amount equal to income tax credit(s) the employee will qualify for when filing the employee's income tax return. Only the following credits qualify for the reduction in withholding:

- Contributions to qualifying charitable organizations, provided by Arizona Revised Statutes (A.R.S.) § 43-1088 and claimed on Arizona Form 321;
- Contributions made or fees paid to public schools, provided by A.R.S. § 43-1089.01 and claimed on Arizona Form 322; and
- Contributions to private school tuition organizations, provided by A.R.S. §§ 43-1089 and 43-1089.03 and claimed on Arizona Form 323 and Arizona Form 348.

Specific Instructions

Type or print your address and date in the boxes in the upper right column. Type or print your employer's name and address in the boxes in the left column.

Complete the entity chart on Form A-4C for all entities for which you are requesting to have your withholding reduced to designate for tax credits. If you want to designate more than three entities, check the box under the entity chart and include an additional Form A-4C or your own schedule that contains the same information as the entity chart.

Sign and date Form A-4C where indicated.

Provide the completed form to your employer. Keep a copy of the completed form, and any supporting documents, for your records. Please note: your employer is not required to grant this request.

Please do not mail this form to the Arizona Department of Revenue.