



Completing **Federal Withholding Elections**

CDWA does not provide tax advice. If you have questions on how to setup your withholdings, please contact your tax professional.

Step 1

Click the dropdown icon and select your **Marital Status**.

Resource: [Choosing the correct filing status](#)

Step 4

Enter **other adjustments** that you would like to make.
If **claiming deductions**, use the [Deduction Worksheet](#) (scroll to page 3).

If you are a nonresident alien, check the **Nonresident Alien** box and see [Notice 1392](#).

Step 2

Check the **Multiple Jobs or Spouse Works** box if:
a. You are working multiple jobs; or
b. You are married filing jointly and your spouse also works.

Resource: [Tax Withholding Estimator](#)

Step 5

Read and agree to the Legal Notice.

- * Check the I Agree box.
- * Click the Submit button.

Step 3

Enter your number of **dependents**.

[Frequently Asked Questions](#)

[Additional Resources](#)