

# Notice to Employees

## Changes in Income Tax Withholding

New withholding tables may reduce the amount of income tax withheld from your wages.

The reductions in tax withholding are due to the reduction in the current 27% and higher tax brackets and widening of the 10% tax bracket.

The new tables, prescribed by the Department of the Treasury, reflect a change resulting from the Jobs and Growth Tax Relief Reconciliation Act of 2003.

If you do not want to have your withholding reduced, you may want to file a new **Form W-4**, Employee's Withholding Allowance Certificate, with your employer. You may claim fewer withholding allowances on line 5 or request additional amounts to be withheld on line 6. For additional help, get IRS **Publication 919**, How Do I Adjust My Tax Withholding? or visit the IRS website at [www.irs.gov](http://www.irs.gov) and use the "Withholding Calculator."