

Form CT-W3 (DRS/P)

Connecticut Annual Reconciliation of Withholding for Household Employers

2006

(Rev. 12/06)

General Instructions

Complete this return in blue or black ink only.

Annual Reconciliation: Form CT-W3 (DRS/P), Connecticut Annual Reconciliation of Withholding for Household Employers, is due the last day of February.

No payment is to be made with this return. Household employers must file every Copy 1 of federal Form W-2, Wage and Tax Statement, with the annual reconciliation even if no Connecticut income tax was withheld.

Rounding Off to Whole Dollars: You must round off cents to the nearest whole dollar on your returns and schedules. Round down to the next lowest dollar all amounts that include 1 through 49 cents. Round up to the next highest dollar all amounts that include 50 through 99 cents. However, if you need to add two or more amounts to compute the amount to enter on a line, include cents and round off **only** the total.

Example: Add two amounts (\$1.29 + \$3.21) to compute the total (\$4.50) to enter on a line. \$4.50 is rounded to \$5.00 and entered on the line.

If you do not round Department of Revenue Services (DRS) will disregard the cents.

Be sure to complete all requested information on the back of this return.

- **Do not send a payment with this return.**
- All payments must be made using **Form CT-941 (DRS/P), Connecticut Reconciliation of Withholding for Household Employers, or Form CT-941X, Amended Connecticut Reconciliation of Withholding.**
- Sign and date the return in the space provided.
- Send with Form CT-W3 (DRS/P) every Copy 1 of federal Form W-2 reporting Connecticut wages paid during the calendar year. If you are required by the Internal Revenue Service (IRS) to file copies of federal Form W-2 on magnetic media, you must file these forms on magnetic media with DRS. However, if you file 24 or fewer W-2 forms with DRS, you may be excused from the magnetic media filing requirements without obtaining a waiver.

Line Instructions

Line 1

Enter the total amount of **Connecticut** income tax withheld from wages during the 2006 calendar year. (This should equal the Total line on the back of this return.)

Line 2

Enter the gross **Connecticut wages** paid during the 2006 calendar year. **Connecticut wages** are all wages paid to employees who are residents of Connecticut, even if those wages are paid for work performed outside Connecticut by those resident employees, and wages paid to employees who are nonresidents of Connecticut, if those wages are paid for work performed in Connecticut by those nonresident employees.

Line 3

Indicate the number of W-2 forms submitted with this return.

Household Employer

A household employer **not** registered with DRS for Connecticut income tax withholding purposes should enter the words "HOUSEHOLD EMPLOYER" in the space reserved for the Connecticut Tax Registration Number on this return.

Visit the DRS Website at www.ct.gov/DRS for new information regarding magnetic media reporting requirements.

For Further Information: Call DRS during business hours, Monday through Friday:

- **1-800-382-9463** (Connecticut calls outside the Greater Hartford calling area only); **or**
- **860-297-5962** (from anywhere).

TTY, TDD, and Text Telephone users only may transmit inquiries anytime by calling **860-297-4911**.

Where to File: Mail your completed return, including W-2 forms, to: Department of Revenue Services, PO Box 2930, Hartford CT 06104-2930.

Forms and Publications: Forms and publications may be obtained by visiting the DRS Web site at www.ct.gov/DRS or by calling the DRS Forms Unit at 860-297-4753.

Separate Here and Mail Coupon to DRS. Keep a Copy for Your Records.

CT-W3 (DRS/P) Connecticut Annual Reconciliation of Withholding for Household Employers ▶ 2006		
Connecticut Tax Registration Number ▶	Federal Employer ID Number	Due Date February 28, 2007
<i>Enter name and address below. Please print or type.</i>	1. Connecticut Tax Withheld From Wages (See instructions.) ▶ 1.	00
	2. Total Connecticut Wages Reported ▶ 2.	00
	3. Number of W-2s Submitted ▶ 3.	/ /

Note: Do not send a payment with this return.

Department of Revenue Services
 PO Box 2930
 Hartford CT 06104-2930

- Check if you are a household employer and you withhold Connecticut income tax from the wages of household employees.
- Check if you are a household employer and you **do not** withhold Connecticut income tax from the wages of household employees.

I declare under penalty of law that I have examined this return (including any accompanying schedules and statements) and, to the best of my knowledge and belief, it is true, complete, and correct. I understand the penalty for willfully delivering a false return or document to DRS is a fine of not more than \$5,000, or imprisonment for not more than five years, or both.

Signature _____

Title _____ Date _____

Complete for Each Period

Period		Connecticut Income Tax Withheld From Wages
January 1 - March 31	1st Quarter	
April 1 - June 30	2nd Quarter	
July 1 - September 30	3rd Quarter	
October 1 - December 31	4th Quarter	
Total		00

Include Copy 1 of all wage and tax statements reporting Connecticut wages paid during the calendar year with this return.

If you are required by the IRS to file copies of federal Form W-2 on magnetic media, you **must** file these forms on magnetic media with DRS. However, if you file 24 or fewer W-2 forms with DRS, you may be excused from the magnetic media filing requirements without obtaining a waiver.

For new information regarding magnetic media reporting requirements, visit the DRS Web site at **www.ct.gov/DRS** or call DRS at 1-800-382-9463 (Connecticut calls outside the Greater Hartford calling area only) or 860-297-5962 (from anywhere). TTY, TDD, and Text Telephone users **only** may transmit inquiries by calling 860-297-4911.

◀ **This should equal Line 1 on the front of this return.**