FORM VA-4

COMMONWEALTH OF VIRGINIA DEPARTMENT OF TAXATION PERSONAL EXEMPTION WORKSHEET

_		(See back for	or instructions)		
	ir you wish to claim yourself, v				
2.	If you are married and your sp				
_	on his or her own certificate, w				
3.	Write the number of depender on your income tax return (4)	•			
4.	Subtotal Personal Exemptions	(add lines 1 through 3)			
5.	Exemptions for age				
	(a) If you will be 65 or old	er on January 1, write "1"			
	(b) If you claimed an exer	mption on line 2 and your	- Ise		
	will be 65 or older on .	January 1, write "1"			
6.	Exemptions for blindness				
	(a) If you are legally blind				
		mption on line 2 and your , write "1"			
	spouse is legally to	, write 1			
7.	Subtotal exemptions for age a	nd blindness (add lines 5	through 6)		
	Total of Comptions and time	4 and line 7			
8.	Total of Exemptions - add line	4 and line /			
FO			employer. Keep the top portion t		
	RM VA-4 EMPLOYEE'S VI	RGINIA INCOME TAX W	employer. Keep the top portion to		
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EMPLOYER: Keep exemption certificates with your records. If you believe the employee has claimed too many exemptions, notify the Department of Taxation, P.O. Box 1115, Richmond, Virginia 23218-1115, telephone (804) 367-8037. Note: Employers may establish a system to electronically receive Forms VA-4 from employees, provided the system meets Internal Revenue Service requirements as specified in § 31.3402(f)(5)-1(c) of the Treasury Regulations (26 CFR).