



STATE OF MAINE  
 MAINE REVENUE SERVICES  
 INCOME/ESTATE TAX DIVISION  
 P.O. BOX 1060  
 AUGUSTA, MAINE 04332-1060

**PERSONAL WITHHOLDING ALLOWANCE VARIANCE CERTIFICATE**

Complete this form if you want to claim more personal allowances for Maine withholding purposes than for federal withholding. Send this form to the address above.

\_\_\_\_\_  
 FIRST NAME                      MIDDLE INITIAL                      LAST NAME                      SOCIAL SECURITY NO.

\_\_\_\_\_  
 ADDRESS    CITY    STATE                      ZIP CODE

Home Telephone Number (\_\_\_\_\_) \_\_\_\_\_

Filing Status (single, married filing jointly, married filing separately, head of household or qualifying widow(er)) \_\_\_\_\_

Number of exemptions you claimed on your last federal return \_\_\_\_\_

Number of personal allowances you currently claim less the allowances claimed for the child tax credit for federal withholding (Form W-4) \_\_\_\_\_

Number of personal allowances you currently claim for Maine withholding (Form W-4ME) \_\_\_\_\_

I request the following filing status for Maine withholding for tax year: \_\_\_\_\_

Marital Status \_\_\_\_\_

Number of Personal Allowances \_\_\_\_\_

Reason for change \_\_\_\_\_

REQUEST APPROVED

REQUEST REJECTED

Reason (if request is rejected) \_\_\_\_\_

\_\_\_\_\_  
 OFFICIAL SIGNATURE

\_\_\_\_\_  
 DATE

**NOTE:** This certificate is valid for only the year in which it is issued. A certificate must be submitted for each year a claim is made. Employee should provide completed form to Maine Revenue Services for approval. Once reviewed, two copies of the certificate will be mailed to the employee.