

**Peter Franchot** *Comptroller* 

Robert J. Murphy
Director
Central Payroll Bureau

## W-2 General Information

The Comptroller's Central Payroll Bureau (CPB) is the reporting agent responsible for issuing Form W-2 Wage and Tax Statements (W-2) to all State of Maryland government employees who were paid through its payroll office. Original W-2s are mailed by January 31st after the close of the tax year.

## About Your W-2.

Each W-2 Wage and Tax statement contains three sections. Please remember to use the correct section when filing your Federal income tax return 1040/1040A/1040EZ/1040NR and State income tax return [if applicable].

Retain Copy C (employee copy) for at least three (3) years after your filing due date. Additional information concerning the W-2 content is provided on the back of your W-2. It explains such things as: qualifications for Earned Income Credit (EIC), W-2 Corrections, cost of employer-sponsored health coverage, and credit for excess taxes paid.

## W-2 Corrections.

Corrected Wage & Tax Statements (referred to as W-2c's) are processed to correct such things as: employee name, employee social security number and/or earning amount errors. Please notify your employing State agency if you discover any errors. Your agency will be responsible for notifying Central Payroll so that a W-2c can be processed on your behalf.

Accounting & Reporting (410) 260-7964 (888) 674-0019