

City of Bethlehem Tax Bureau
RECONCILIATION OF TAX WITHHELD FROM WAGES

FOR TAX YEAR ENDED: December 31, 2010
DATE DUE WITH W-2 FORMS: March 1, 2011



1. Total # of withholding statements transmitted herewith: _____
2. Total income tax withheld from wages during the year as shown by the withholding statements: _____ (A)
3. Total income tax withheld from wages during the year as reported on Employer's Quarterly Tax Returns
- Quarter ended March 31 _____
- Quarter ended June 30 _____
- Quarter ended September 30 _____
- Quarter ended December 31 _____
- Total as reported on Employer's Quarterly Returns _____ (B)

NOTE: Any difference between the amounts shown on lines (A) and (B) must be fully explained in an attached statement. Requests for refunds will not be honored without complete detail of the overpayment (ss#, quarter, amount, reason, etc.)

INSTRUCTIONS FOR FORM 512

1. The Income Tax Officer's copy of this reconciliation form should be filed on or before March 1, 2011. This form must be accompanied by a copy of each employee's W-2 Form.
2. The total amount of tax withheld should be entered on line 2.
3. If an employer's total payroll consists of a number of separate units or establishments, they may be assembled accordingly and a separate list or tape should be submitted, the total of which will agree with the corresponding entry to be made on the Form 512.
4. Where the number of W-2's to be submitted is large, they may be forwarded in packages of a convenient size. When this is done the packages should be identified with the name of the employer and consecutively numbered, and the Form 512 should be placed in package #1. The number of packages should be indicated immediately after the employer's name on Form 512.

MAIL COMPLETED FORM TO: TAX BUREAU, 10 E Church St., Bethlehem PA. 18018