

Ohio Form IT 4 – Employee’s Withholding Exemption Certificate – Revised

The Department of Taxation recently revised form IT 4, Employee’s Withholding Exemption Certificate. This updated form, or an electronic equivalent, should be used by new hires or employees making Ohio income tax withholding updates on or after December 7, 2020.

This revised IT 4 replaces the following Ohio withholding forms:

- The previous version of the IT 4 (Employee’s Withholding Exemption Certificate),
- The IT 4NR (Employees’ Statement of Residency in a Reciprocity State),
- The IT 4 MIL (Military Employee Withholding Exemption Certificate), and
- The IT MIL-SP (Exemption from Withholding – Military Spouse Employee)

Please note: Employees with a valid IT 4, IT 4NR, IT 4 MIL, or IT MIL-SP **do not** need to complete the updated IT 4 **unless** they are reporting a change to the information previously provided. Additionally, as with the previous versions of this form, **do not** send completed IT 4s to the Department. Instead, the employer should retain them for its records.

A copy of the updated IT 4 is available on tax.ohio.gov. If you have questions, please contact the Department of Taxation by [email](#) or by calling 1- 888-405-4039 (1-800-750-0750 for persons who use text telephones (TTYs) or adaptive telephone equipment).