


How To Fill Out And File IRS Form W2C

As an employer, you are required to print W-2 forms for your employees and file w-2 form to government. If you discover an error, you need to file Forms W-2c (Corrected Wage and Tax Statement) and W-3c (Transmittal of Corrected Wage and Tax Statement) as soon as possible..

To correct a Form W-2 you have already submitted, you will need to file a Form W-2c with a separate Form W-3c for each year requiring correction. You need to file a Form W-3c whenever you file a Form W-2c, even if you are only filing a Form W-2c to correct an employee's name or Social Security number (SSN).



If you do not have this W2c software, [ezW2Correction](#), installed, you can download it for free from [halfpricesoft.com](#). No registration needed and no obligation. You can follow the step by step online instructions to finish the installation in minutes

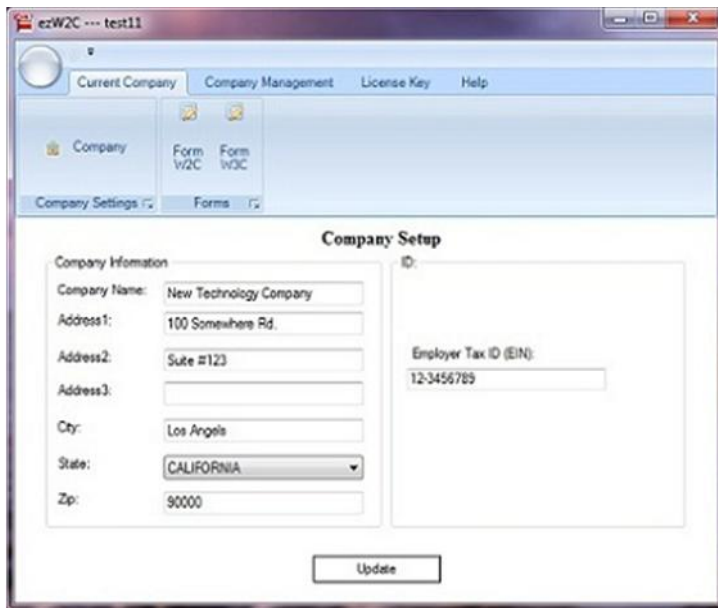
This W-2C software is compatible with Windows 8 system, 32-bit or 64-bit. It can run on Windows 7, XP, Me, 2003 and Vista system too.

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Below are the steps on how to prepare and print W-2c and W-3c quickly and easily with [ezW2Correction software](#). [ezW2Correction software](#) is approved by SSA to print all W-2c forms and W-3 on the white blank paper.

Step 1: Start W-2c software and set up company

Start ezW2Correction and click the top menu "Current Company->Company". You need to enter the general company information for w-2c, such as Company Name, Address, Tax ID and others.

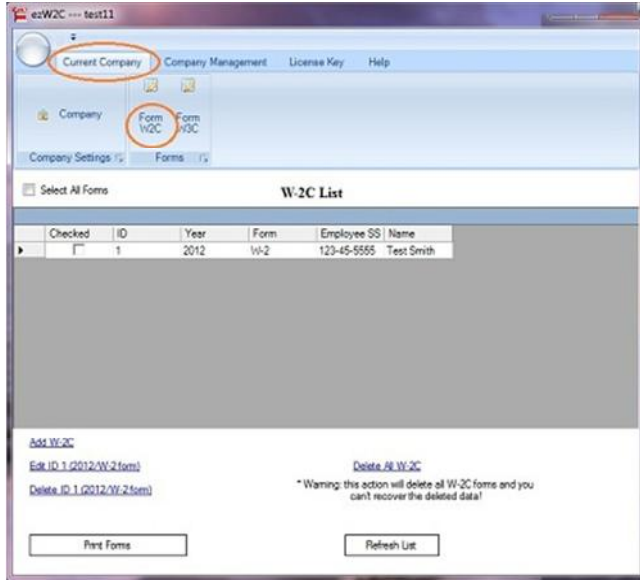


Employer information setup (click image to enlarge)

Step 2: Edit and Print Your W-2c forms

You can click the top menu “Current Company->Form W-2c” to view w-2c form list. You can click the button “Add W-2c” form to add a new form.

ezW2Correction is approved by SSA to print W-2c form copy A, B, C, D, 1 and 2 on blank white paper. If you prefer the traditional red form, it can fill data on red form too.



W2c form list(click image to enlarge)

The image shows a detailed W-2c form (Form 9413) for the year 2012. The form is titled "44444 For Official Use Only" and includes the following information:

- Employer Information:** Employer's name, address, and ZIP code: New Technology Company, 100 Somewhere, Blvd., Suite #123, Los Angeles, CA, 90000. Employer's Federal EIN: 32-3456789.
- Employee Information:** Employee's first name and initial, last name, and SSN.
- Form Fields:** The form is divided into several sections with "Previously reported" and "Correct information" columns. These include:
 - 1. Wages, tips, other compensation
 - 2. Federal income tax withheld
 - 3. Social security wages
 - 4. Social security tax withheld
 - 5. Medicare wages and tips
 - 6. Medicare tax withheld
 - 7. Social security tips
 - 8. Allocated tips
 - 9. Advance EIC payment
 - 10. Dependent care benefits
 - 11. Nonqualified plans
 - 12. See instructions for box 12
 - 13. State income tax withheld
 - 14. Other (see instructions)
 - 15. State income tax
 - 16. State income tax withheld
 - 17. State income tax
 - 18. Local wages, tips, etc.
 - 19. Local income tax
 - 20. Locality name
- State Correction Information:** Fields for State, Employer's state ID number, and State income tax.
- Locality Correction Information:** Fields for Local wages, tips, etc., Local income tax, and Locality name.

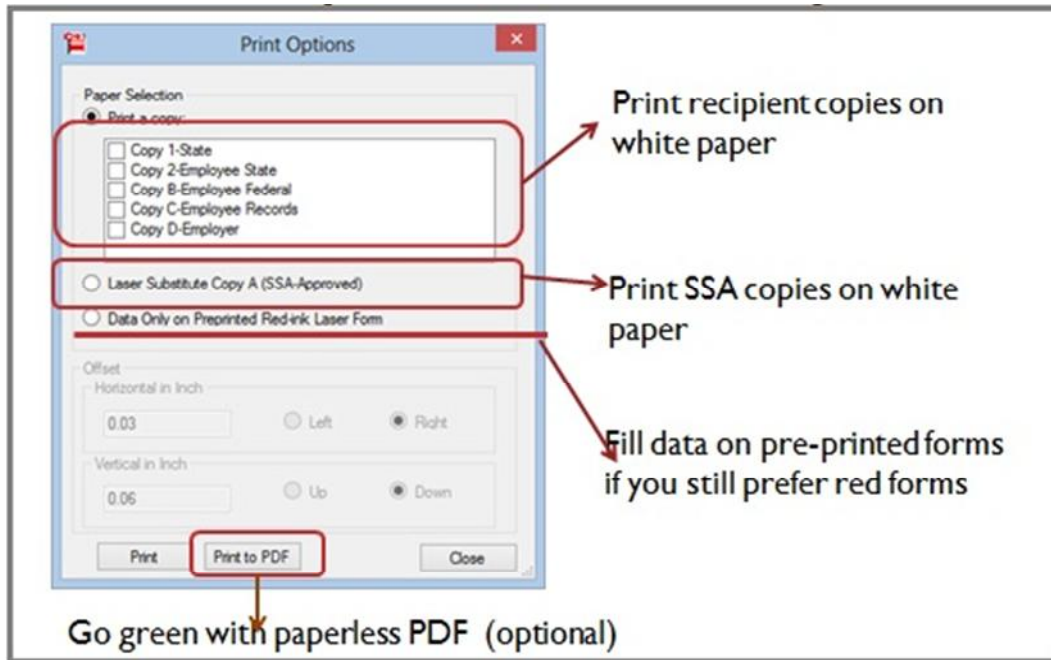
At the bottom of the form, it says "For Privacy Act and Paperwork Reduction Act Notice, see separate instructions." and "Copy A - For Social Security Administration, Department of the Treasury, Internal Revenue Service". The form number is "Form W-2c (Rev. 2-2002) Corrected Wage and Tax Statement 0000/1335".

Add/Edit W-2c form(click image to enlarge)

You can also print recipient copies into PDF formats and email them to your employees later.

Step 3: Edit and Print Your W-2c forms

You can click the top menu “Current Company->Form W-3c” to view, edit and print W-3c form. ezW2correction is approved by SSA to print W-3C form on blank white paper. If you prefer the traditional red form, it can fill data on red form too.



Print W-2c Form option (click image to enlarge)

Step 4: Mail W2C Forms

You need to distribute the W-2c recipient copies to your employees. You also need to mail the W2c copy A and W3c to SSA (Social Security Administration)

[ezW2Correction](#) W-2c and W-3c software can support unlimited companies, forms and recipients with no extra cost. If you have multiple companies, you can click the top menu Company Management to add a new company, then repeat step 2 to step 4 to print forms.