

# Tax Tips

## Checking Your W-2 For A Positive Bottom Line

(NAPSA)—One of the best ways to make dealing with the IRS less taxing is to learn about the W-2 form. The form is a statement of your wages from a given employer, and is vital when it comes to filing your tax return. Here are some important tips from experts regarding your W-2's:

### Check for Errors

Once you receive your W-2, review it for errors that might delay your tax refund or even reduce your Social Security benefits when you retire.

- Make sure the name and number on your W-2 matches your Social Security card.
- Look for a W-2 from every employer you worked for, even if it was only for a day or two.
- If you notice incorrect information on your W-2, you should immediately contact your employer.

If you worked multiple jobs, you may have paid more than you should have in Social Security taxes, which means you could get money back.

### Get Your Refund Faster

Depending on the company that issues your paychecks and W-2's, you may be able to file your return before you receive your W-2's from your employers. If your W-2's are issued through ADP, you can get early electronic access to them at an area Jackson Hewitt Tax Service location. Once your return is completed, the company can process your return with the IRS e-file program, also known as electronic filing. Elec-



**It's important to be certain the information on your W-2 form is correct.**

tronic filing takes less paperwork, involves no postal mailing and is more accurate. Electronic download of ADP W-2's and electronic filing means you can file earlier and get your refund even faster.

### Don't Despair

Regardless of the format—electronic or hard copy—you will not be able to file your tax return without your W-2 forms. If you have not received your forms by January 31, you should contact your employer. You may not have received your form due to an incorrect or incomplete address. If you don't receive your W-2 by February 15, contact the IRS for assistance at 1-800-829-1040 or [www.irs.gov](http://www.irs.gov).

For more information about W-2's, e-filing or other tax advice, call 1-800-234-1040 or visit [www.jacksonhewitt.com](http://www.jacksonhewitt.com).