

Federal EIN _____ Illinois Sequence Number _____

Welcome to the Illinois State W-2 interview

Have you downloaded the latest version of the forms?

The Forms W-2 you currently have are for tax year _____

If you do not have the latest forms, you should leave the Payroll Tax Form window, download the latest updates, and start again.

We will guide you through the review and preparation of your Illinois W-2 worksheets, to ensure the data to be transmitted to the agency is complete and accurate.

This interview will:

- a) Allow you to **edit** the majority of the prepopulated data
- b) Allow you to **complete** the federal data and information for other special situations, such as 3rd Party Sick Pay
- c) Help you **review** and **fix any data errors** in your worksheets
- d) Allow you to **print** and **save** a copy for your records