

EMPLOYEE AGREEMENT FOR REPAYMENT OF EXCESS WITHHOLDING TAX
ALLOWANCE (WTA)

Agreement:

I hereby agree to:

- A. Repay any amount of WTA paid to me in any year 1 immediately upon computation of your RIT Allowance claim or within 30 days of issuance of the indebtedness letter.
- B. Submit the required certified tax information and claim for my RIT allowance within 120 days, unless the commanding officer or designee of the DoD component concerned grants an extension after the close of the year.

I also understand failure to comply with this requirement will preclude the DoD component's payment of the WTA. The WTA will be considered an excess payment of the RIT allowance claim if not submitted timely to settle the RIT allowance amount account, and the WTA will be due in full within 30 days of issuance of an indebtedness letter.

Please INITIAL WTA choice:

_____ I elect the payment of WTA

_____ I decline any payment of WTA

State of Legal Residence _____

Please X your Retirement option:

Civil Service Retirement System (CSRS)

CSRS Offset

Federal Employee Retirement System (FERS)

Printed name of Employee

Signature of Employee

Date:

DEFINITIONS:

Withholding Tax Allowance: WTA is calculated in year 1, to cover the employee's Federal Tax Withholding obligation each time covered moving expenses are made that results in a federal tax-withholding obligation.

Year 1: The calendar year in which reimbursement or payment for moving expenses is made to, or for, the employee under the provisions of the JRT, Volume II, Chapter 16. If an employee's reimbursement for moving expenses is spread over more than one year, he/she will have more than one year.