

Instructions

This form is a transmittal form for the state's copies of the withholding statements. Do not send without W-2's, W-2C's, W-2G's, 1042-S's or 1099's.

You may not substitute federal transmittal forms for this form.

If you are required to submit copies of withholding statements using magnetic media, this form should accompany such media. If multiple accounts are on one magnetic media, each account must still have a separate Form 89-140. All magnetic media must be adequately labeled.

When and where to file, this return along with federal W-2, W-2C, 1042-S, 1099 forms must be filed:

When: Due Date	Form	Media
Jan.31	W-2, W-2G	Paper (99 or Fewer)
Feb.28	W-2, W-2G	Magnetic
Mar.15	1099s	Paper or Magnetic

Where: MS State Tax Commission
P. O. Box 960
Jackson, MS 39205

If needed, 2 or more files for one account is permitted. Example, one MMREF-1 for hourly employees and one W2REPORT.xls for the salary employees.

When filing W-2C's:

- Line 1 Enter the number of corrected returns.
- Line 2 Enter the net increase or decrease in total wages or compensation of those corrected returns.
- Line 3 Enter the net increase or decrease in Mississippi income tax withheld as shown on the corrected returns.
- Line 4 Enter the net increase or decrease in the amount of taxes **actually paid** to this state for those returns that are being amended.

Liability as withholding agent: All employers required to withhold federal income tax from employees are required to withhold Mississippi income tax and remit to the State Tax Commission. If you are a withholding agent for federal income tax purposes but do not withhold Mississippi income tax, you should register immediately as a withholding agent for Mississippi income tax purposes.

If tax was remitted under more than one FEIN during the year, list the additional FEIN beneath the reporting FEIN on the front of the form.

Social Security or Federal Identification Number: The Social Security Number or the Federal Employer Identification Number of the payor must be shown. If you have neither, write the word NONE in the blank for Federal Identification Number.

Out of balance accounts: If line 3 and 4 on Form 89-140 are not the same:

If an overpayment credit from a prior year was used toward the payment of the 2006 liability, it should also be included in line 4. Then if there is still a difference between lines 3 and 4 continue as directed below.

To adjust for underpayment, file an additional tax return (Form 89-105) for December (monthly filers) or 4th quarter (quarterly filers). Mail Form 89-105 with your payment in a separate envelope from Form 89-140. Make sure your Form 89-105 is marked additional return.

To adjust for overpayment, determine the period that resulted in the overpayment and file an amended tax return (Form 89-105) for that period. Credit will not be posted to your account from the submittal of the Annual Information Return (Form 89-140). After processing the amended return, a letter will be mailed by the Withholding Division authorizing the credit which would then be applied to future withholding periods.