DR 0004 (11/13/26)
COLORADO DEPARTMENT OF REVENUE
Tax.Colorado.gov

2027 Colorado Employee Withholding Certificate

This Certificate Is Optional for Employees

If you do not complete this certificate, then your employer will calculate your Colorado withholding based on your IRS Form W-4. That calculation is designed to withhold the required Colorado income tax due on your wages throughout the year, and it will generally result in a refund when you file your Colorado income tax return.

Reasons to Complete This Certificate

Complete this certificate if you want to adjust your Colorado withholding for the following reasons:

1. You expect to claim Colorado tax credits or federal deductions other than the standard deduction;
2. You (and your spouse, if filing jointly) earn most of your income from one job; or
3. You expect significant income from other sources.

For most taxpayers, completing this certificate will likely increase your take-home pay, reduce your Colorado withholding, and reduce your refund when you file your Colorado income tax return. Consider the amounts you enter carefully. If too little is withheld, then you will owe tax when you file your return, and you may owe a penalty.

When to Complete a New Certificate

You may adjust your withholding at any time. Consider completing a new certificate for the following reasons:

1. You last completed a certificate three or more years ago;
2. Your wages or other income changes significantly;
3. Your number of jobs changes;
4. Your expected filing status (single, married filing jointly, etc.) changes;
5. Your expected federal deductions change significantly; or
6. Your expected Colorado tax credits change significantly.

Carefully consider how your qualifications and the requirements, amount, and availability of each credit and deduction may change each year. For example, the Family Affordability portion of the Child Tax Credit may change based on the age of your children, your adjusted gross income, and the state revenue forecast. For more information, go to *Tax.Colorado.gov/Income-Tax-Credits*, or go to *IRS.gov* and search for deductions for individuals. Some federal deductions must be added back for Colorado taxes.

If You Complete This Certificate

1. Give it to your employer; then they must calculate your Colorado withholding based on the amounts you entered.
2. If you (and your spouse, if filing jointly) have multiple jobs, complete a separate certificate for each job.

In order to prevent evasion of Colorado income tax, the Department may review and adjust your withholding.

2027 Colorado Employee Withholding Certificate

1. Personal Information

Last Name | First Name | Middle Initial

Mailing Address | SSN or ITIN

City | State | ZIP Code

2. Deduction Allowance

To reduce your Colorado withholding, either:

a. Enter the amount from Table 1 for your standard deduction and number of jobs; **or**

b. Enter the result from Worksheet 1, if you (and your spouse, if filing jointly) expect to claim additional federal deductions and have total income of less than $300,000; or have multiple jobs but earn most of your income from one job.

If you want more withheld, you may enter a smaller amount than either calculation, including zero, and/or you may complete Line 4..... **$**

If this Line 2 is blank, your employer will use an amount based on your IRS Form W-4.

3. Tax Credit Allowance

Enter the amount of Colorado tax credits that you expect to claim and want to reduce your withholding. You may complete Worksheet 2 and include the result here..... **$**

4. Additional Withholding Per Pay Period

Enter any additional tax you want withheld from each paycheck. If you expect to receive other income that will not have withholding, you may complete Worksheet 3 and include the result here..... **$**

5. Signature

I declare that the amounts on this certificate have not been presented to willfully evade Colorado income tax or obstruct its collection.

Employee Signature | Date (MM/DD/YY)

Table 1: Standard Deduction Allowance

Choose the table for the total income you (and your spouse, if filing jointly) expect to receive this year from all sources. Go down the first column to your expected filing status from IRS Form W-4 Step 1(c). Then go across that row to the column with the number of jobs that you (and your spouse, if filing jointly) currently have.

Table 1A for Total Income of less than $300,000:

Filing Status from IRS Form W-4 Step 1(c)	Allowance for 1 Job	Allowance for 2 Jobs	Allowance for 3 Jobs	Allowance for 4 or More Jobs
Single or Married Filing Separately	$14,500	$7,000	$5,000	$3,500
Head of Household	$22,500	$11,500	$7,500	$5,500
Married Filing Jointly or Qualifying Surviving Spouse	$31,000	$15,500	$10,500	$7,500

Table 1B for Total Income of $300,000 or more:

Filing Status from IRS Form W-4 Step 1(c)	Allowance for 1 Job	Allowance for 2 Jobs	Allowance for 3 Jobs	Allowance for 4 or More Jobs
Single, Married Filing Separately, or Head of Household	$1,000	$500	$333	$250
Married Filing Jointly or Qualifying Surviving Spouse	$2,000	$1,000	$666	$500

Worksheet 1: Total Deduction Allowance

This worksheet is optional. Complete this worksheet only if you want to adjust your Colorado withholding because you (and your spouse, if filing jointly):

- Expect to claim additional federal deductions and have total income from all sources of less than $300,000; or
- Have multiple jobs but earn most of your income from one job.

You (and your spouse, if filing jointly) only need to complete this worksheet once regardless of your number of jobs. However, you will need to give a Colorado Employee Withholding Certificate to each of your employers. Do not give this worksheet to your employers.

For more information, go to:

- *IRS.gov* and search for deductions for individuals;
- *Tax.Colorado.gov/Individual-Income-Tax-Guide*, Part 3 about additions to taxable income; or
- *Tax.Colorado.gov/DR0004* to download an electronic version of these worksheets, the DR 0004 Withholding Calculator.

1. Standard Deduction Allowance for 1 Job from Table 1..... **$**

2. If the total income you (and your spouse, if filing jointly) expect to receive this year from all sources is $300,000 or more, skip Lines 2a through 2d, and enter zero on Line 2e.

2a. Federal deductions from IRS Form W-4 Step 4(b)..... **$**

2b. Qualified overtime compensation from Line 1b of IRS form W-4, Step 4(b) Deductions Worksheet..... **$**

2c. Any state income tax included on Line 6b of IRS form W-4, Step 4(b) Deductions Worksheet..... **$**

2d. Additions required for Colorado, add Lines 2b and 2c..... **$**

2e. Net additional federal deductions allowed for Colorado, subtract Line 2d from Line 2a. If zero or less, enter zero..... **$**

3. Total deduction allowance, add Lines 1 and 2e..... **$**

4. Deduction Allowance for this job, choose one of the following options..... **$**

4a. To use the same amount for each job, divide Line 3 by the number of jobs that you (and your spouse, if filing jointly) currently have.

4b. If you (and your spouse, if filing jointly) have multiple jobs but earn most of your income from one job, you may want to divide Line 3 unevenly. For example, if you earn 75% of your income from one job, you could use 75% of Line 3 for that job and the remaining 25% of Line 3 for your other jobs. You will need to complete a different Colorado Employee Withholding Certificate for each job.

4c. If you want more withheld, you may use a smaller allowance than your calculation.

Enter the amount you choose on Line 2 of your Colorado Employee Withholding Certificate.

Worksheet 2: Tax Credit Allowance

This worksheet is optional. Complete this worksheet only if you want to reduce your Colorado withholding because you expect to claim Colorado tax credits, including the Child Tax Credit, Earned Income Tax Credit (EITC), or Qualified Care Worker Credit.

You (and your spouse, if filing jointly) only need to complete this worksheet once regardless of your number of jobs. However, you need to give a Colorado Employee Withholding Certificate to each of your employers. Do not give this worksheet to your employers.

For more information, go to *Tax.Colorado.gov/Income-Tax-Credits*. For an electronic version of these worksheets, download the DR 0004 Withholding Calculator at *Tax.Colorado.gov/DR0004*.

1. Child Tax Credit Allowance from Table 2, if you want to reduce your withholding for the regular Colorado Child Tax Credit..... **$**

2. Amount of any other Colorado income tax credits that you expect to claim and want to reduce your withholding..... **$**

3. Total Tax Credit Allowance, add Lines 1 and 2..... **$**

4. Tax Credit Allowance for this job, choose one of the following options..... **$**

4a. To use the same amount for each job, divide Line 3 by the number of jobs that you (and your spouse, if filing jointly) currently have.

4b. If you (and your spouse, if filing jointly) have multiple jobs but earn most of your income from one job, you may want to divide Line 3 unevenly. For example, if you earn 75% of your income from one job, you could use 75% of Line 3 for that job and the remaining 25% of Line 3 for your other jobs. You will need to complete a different Colorado Employee Withholding Certificate for each job.

4c. If you want more withheld, you may use a smaller allowance than your calculation.

Enter the amount you choose on Line 3 of your Colorado Employee Withholding Certificate.

Table 2: Child Tax Credit Allowance

Go down the first column to your expected filing status from IRS Form W-4 Step 1(c). In that section, choose the row in the second column that includes the total income you (and your spouse, if filing jointly) expect to receive this year from all sources. Finally, go across that row to the column with your number of qualifying children who will be age 5 or younger as of December 31 of this year.

Filing Status from IRS Form W-4 Step 1(c)	Total Income from all sources	Allowance for 1 Child	Allowance for 2 Children	Allowance for 3 or More Children
Single, Married Filing Separately, or Head of Household	$0 - $27,000	$1,200	$1,200	$1,200
	$27,001 - $52,000	$600	$1,200	$1,800
	$52,001 - $79,000	$200	$400	$600
	$79,001 or more	$0	$0	$0
Married Filing Jointly or Qualifying Surviving Spouse	$0 - $37,000	$1,200	$1,200	$1,200
	$37,001 - $62,000	$600	$1,200	$1,800
	$62,001 - $89,000	$200	$400	$600
	$89,001 or more	$0	$0	$0

Worksheet 3: Additional Withholding

This worksheet is optional. Complete this worksheet only if you would want to increase your withholding to cover other types of taxable income that you (and your spouse, if filing jointly) expect to receive this year. This may include interest, dividends, retirement income, rental income, or income from self-employment or as an independent contractor.

Complete a separate copy of this worksheet for each job to which you would like to add withholding. Do not give this worksheet to your employer.

Your employer will withhold the amount you request from each paycheck for the rest of this year and continue until you submit a new withholding certificate. You may also cover your tax on additional income by making estimated tax payments. If you do not have enough withholding and estimated tax payments, then you will owe tax when you file your return, and you may owe a penalty.

For more information, go to:

- *IRS.gov/Forms-Pubs/About-Publication-525* regarding taxable and nontaxable income;
- *Tax.Colorado.gov/Income-Tax-Topics-Social-Security-Pensions-and-Annuities;*
- *Tax.Colorado.gov/Individual-Income-Tax-Guide*, Part 5 about withholding;
- *Tax.Colorado.gov/Individual-Income-Tax-Estimated-Payments*; or
- *Tax.Colorado.gov/DR0004* to download an electronic version of these worksheets, the DR 0004 Withholding Calculator.

1. Other income for this year from IRS Form W-4 Step 4(a)..... **$**

2. Additional non-wage income that you (and your spouse, if filing jointly) expect to receive this year, but is not included on Line 1 of this worksheet. This may include income from self-employment or as an independent contractor..... **$**

3. Total additional income, add Lines 1 and 2..... **$**

4. Total additional withholding, multiply Line 3 by your Marginal Tax Rate from Table 3 below..... **$**

5. Additional withholding per job, divide Line 4 by the number of jobs to which you want to add withholding..... **$**

6. Additional Withholding Per Pay Period, divide Line 5 by the Pay Periods Per Year for this job from Table 4 below..... **$**

Enter this amount on Line 4 of your Colorado Employee Withholding Certificate.

Table 3: Marginal Tax Rate

Choose the Tax Bracket (the row) that includes the total income you (and your spouse, if filing jointly) expect to receive this year from all sources, including all jobs and Line 3 of Worksheet 3. Then use the Marginal Tax Rate in that row to calculate Line 4 of Worksheet 3.

Tax Bracket	Total Income from all sources	Marginal Tax Rate
1	$0 - $25,000	0.037
2	$25,001 - $100,000	0.042
3	$100,001 - $500,000	0.044
4	$500,001 - $750,000	0.074
5	$750,001 - $1,000,000	0.079
6	$1,000,001 or more	0.084

Table 4: Pay Periods Per Year

Go across the table to the frequency of your pay periods, and use that number to calculate Line 6 of Worksheet 3. Semimonthly means twice a month, usually on the 15th and 30th. Biweekly means every other week, usually on Fridays, regardless of the month.

Annually	Semiannually	Quarterly	Monthly	Semimonthly	Biweekly	Weekly	Daily
1	2	4	12	24	26	52	260