



# Little River Band of Ottawa Indians

## Voluntary Withholding Request

### Instructions

#### Purpose of Form

If you receive Per Capita payments, you may use this form to ask the payer (Little River Band of Ottawa Indians) to withhold federal income tax.

You are not required to have federal income tax withheld from these payments.

#### Your request is voluntary.

**Note.** Per Capita payments made to members are subject to federal income tax.

#### Why Should I Request Withholding?

You may find that having federal income tax withheld from the listed payments is more convenient than making quarterly estimated tax payments.

#### How Much Can I Have Withheld?

You may elect to have Little River Band of Ottawa Indians withhold federal income tax of 15% from each payment, but no other percentage or amount.

**Note. Members with Garnishments on file are not eligible to participate.**

#### What Do I Need To Do?

Complete lines 1 - 3; check one box on line 4 or 5; sign Voluntary Withholding Request form; and remit to Little River Band of Ottawa Indians.

**Line 4.** If you want federal income tax withheld from your Per Capita payments, check the box on line 4. Little River Band of Ottawa Indians will withhold 15% from each payment.

**Line 5.** See *How Do I Stop Withholding?* below. **Sign this form.** Voluntary Withholding Request form is not considered valid unless you sign it.

#### When Will My Withholding Start?

Withholding will begin with the first payment of the following year after the form is submitted. Once withholding begins, it will be effective for the entire year and will remain in effect until you stop it.

#### How Do I Stop Withholding?

If you want to stop withholding, complete a new Voluntary Withholding Request form. After completing lines 1 - 3, check the box on line 5, and sign and date the form; then give the new form to Little River Band of Ottawa Indians.

**Note.** Once your request to stop withholding has been received by Little River Band of Ottawa Indians, the withholding will stop with the first payment of the following year after the form is received.

#### Mail completed form to:

Little River Band of Ottawa Indians  
Attn: Enrollment  
2608 Government Center Drive  
Manistee, MI 49660

## Voluntary Withholding Request

(For Per Capita payments)

1 Type or print your first name and middle initial. Last name 2 Tribal ID number

3 Mailing address (number and street or rural route) City or town State Zip code

4  I want federal income tax withheld from my **Per Capita payments** at a rate of 15% of each payment.

5  I want you to stop withholding federal income tax from my payments.

Your Signature ►

Date ►

### Office Use Only

Date Received by the Enrollment Office: \_\_\_\_\_

Effective Date: \_\_\_\_\_