

**Tutorial de los formularios W-2c/W-3c  
por internet  
Año tributario 2023**

## 1.0 Create/Resume Forms W-2c/W3c Online (Crear/continuar los formularios W-2c/W-3c por internet)

1. Seleccione la pestaña **Forms W-2c/W-3c Online** (Formularios W-2c/W-3c por internet) en la página de inicio de EWR para acceder al programa de «Forms W-2c/W-3c Online» (Formularios W-2c/W-3c por internet). Seleccione el enlace **Create/Resume Forms W-2c/W-3c Online** (Crear/continuar los formularios W-2c/W-3c por internet). Si no hay informes sin presentar, el sistema mostrará la página «Before You Create Your Form(s) W-2c/W-3c» (Antes de crear sus formularios W-2c/W-3c); si hay informes sin presentar, el sistema muestra la página **Forms W-2c/W-3c Online «Unsubmitted Reports»** (Formularios W-2c-W-3c por internet «informes sin presentar»).

Consulte «Accessing EWR Suite of Services Tutorial» (Tutorial de acceso al paquete de servicios de EWR) para ver cómo tener acceso a la página de inicio de EWR.

**Social Security Online Business Services Online**  
www.socialsecurity.gov BSO Main Menu | BSO Information | Logout

### Electronic Wage Reporting (EWR)

**Reporting Wages to Social Security**

Forms W-2/W-3 Online | **Forms W-2c/W-3c Online** | Upload Formatted Wage File | AccuWage Online

**Warning** The wage report containing the form(s) W-2 you wish to correct must be in COMPLETE status before you can use W-2c/W-3c Online to submit a Form W-2c correction.

[Create/Resume Forms W-2c/W-3c Online](#)

- Create (fill in the form), save, print and submit Forms W-2c and W-3c with up to 25 forms W-2c per W-3c. There is no limit on the number of Forms W-3c an employer can submit, even for the same Employer Identification Number (EIN).
- Up to 50 Forms W-3c can be saved at a time to be resumed/submitted at a later date. Each Form W-3c can have up to 25 Forms W-2c associated with it.
- A pre-submission PDF is provided to print the Forms W-2c for distribution to the employees and for the employer review.
- Read the [list of restrictions](#) to determine whether you can use Forms W-2c/W-3c Online.

[Save \(or Print\) Submitted W-2c Report\(s\)/PDF to Your Computer](#)  
A printable final PDF version of a wage report created and submitted using Forms W-2c/W-3c Online can be saved to your computer. The final PDF(s) are available for download for only 30 days from the date of submission.

**Submission Status**  
[View Submission Status](#)  
Check report status, errors, and notice information for previously submitted wage reports (Forms W-2/W-3).

**Employer Report Status**  
[View Employer Report Status](#)  
Check wage report status or view errors for reports submitted for your company by a third party.

**Resubmission Notice**

**Did you receive a Resubmission Notice?** You may use the following links to resubmit your formatted wage file or request a one-time 15-day extension of the deadline:

[Resubmit your Formatted Wage File](#)

- Upload your wages in an EFW2/EFW2C formatted file.
- The required file format is described in the [Specifications for Filing Forms W-2 and W-2c \(EFW2/EFW2C\)](#).
- You will need the WFID from your original filing, which can be found on your Resubmission Notice.

[Request an Extension to File a Resubmission](#)

- You will need information from the Notice to request an extension.
- You cannot extend if (a) the file has previously been resubmitted or (b) today is more than 45 days from the date on the Resubmission Notice.

**Other Useful Information**

- ▶ [Before You File](#)
- ▶ [Checking SSNs](#)
- ▶ [Uploading Formatted Files](#)
- ▶ [For Other Electronic Filers](#)
- ▶ [General Info about Wage Filing](#)
- ▶ [IRS Information](#)
- ▶ [Publication Resources](#)

[Employer Support Links](#)

[E-mail a Wage Reporting Expert](#)  
[Información en Español](#)

**Online Tutorials & Training**

- [Wage Reporting Handbook](#)
- [SSN Verification Handbook](#)
- [Online Registration Handbook](#)
- [Online Tutorial](#)
- [FAQs - General Employer](#)

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.

2. En la página **Unsubmitted Reports** (Informes sin presentar):

- a. Seleccione el botón **Start a New Report Correction** (Comenzar una corrección nueva de informe). El sistema muestra la página «*Before You Create Your Form(s) W-2c/W-3c*» (Antes de crear sus formularios W-2c/W-3c).
- b. Seleccione el enlace **Edit** (Editar) o el enlace **Employer Name** (Nombre del empleador) para la ir a la página «*W-2c List for this Submission*» (Lista de formularios W-2c para este informe).
- c. Seleccione el enlace **Delete** (Eliminar) para eliminar un informe sin presentar. Se muestra la página «*Are you sure you want to delete the unsubmitted report?*» (¿Está seguro de que desea eliminar el informe sin presentar?).
- d. Seleccione el botón **Cancel** (cancelar) para regresar a la página de inicio de EWR.

Nota Aclaratoria:

*Puede tener un máximo de cincuenta informes sin presentar a la vez. Cuando alcanzó el límite máximo de cincuenta informes «saved» (guardados), primero debe enviar al menos uno de los informes sin presentar para poder iniciar otro informe nuevo.*

*No puede enviar informes marcados de rojo después de 15-4-2024 debido a las limitaciones de correcciones de informes. Sin embargo, puede verlos y actualizarlos.*

The screenshot shows the 'Electronic Wage Reporting (EWR)' interface. At the top, there is a navigation bar with 'www.socialsecurity.gov', 'EWR Home', 'E-mail a Wage Reporting Expert', and 'Logout'. Below this is the 'Forms W-2c/W-3c Online' header. The main content area is titled 'Unsubmitted Reports' and contains the following text:

You have 1 saved report that you have not yet submitted.  
To resume a previous report, select the "Edit" button next to the report.

\*Note: Unsubmitted reports are deleted if you do not resume working with them before the purge date.

\*Note: You can not submit reports marked in red after 04-15-2024 due to the statute of limitations for report corrections. However, you may view and update them.

	Employer Name	EIN	# of Form(s) W-2c	Save Date ▲	Purge Date	Tax Year
<a href="#">Edit</a> <a href="#">Delete</a>	G	*****	1	09-22-2023	01-20-2024	2022

At the bottom of the report list, there are two buttons: 'Cancel' and 'Start a New Report Correction'.

At the very bottom of the page, there is a footer: 'Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.'

3. En la página «*Before You Create Your Form(s) W-2c/W-3c*» (Antes de crear sus formularios W-2c/W-3c):

- a. Proporcione información correcta relacionada con el *Tax Year* (Año fiscal) y nombre de empresa. Si recibió una *Reconciliation Letter* (Carta de reconciliación), seleccione la casilla (*YES [Si]*).
- b. Si ninguna de las situaciones enumeradas en la sección *Check for Exceptions* (Revisar por excepciones) se aplican, seleccione el botón *Continue* (Continuar) para ir a la página de «*Employer Information for this Wage Report*» (Información del empleador para este informe salarial).
- c. Si alguna de las situaciones enumeradas en la sección *Check for Exception* (Revisar por excepciones) se aplican, seleccione la casilla (*Yes [Si]*) y el botón *Continue* (Continue) para ir a la página «*W-2c Online Restrictions*» (Restricciones del formulario W-2c por internet).
- d. Seleccione el botón *Cancel* (Cancelar) para volver a la página de inicio de EWR

Social Security Online **Electronic Wage Reporting (EWR)**  
 www.socialsecurity.gov EWR Home | E-mail a Wage Reporting Expert | Keyboard Navigation | Logout

**Forms W-2c/W-3c Online**

**Before You Create Your Form(s) W-2c/W-3c**

Please answer the following questions:

▶ For which tax year is this wage report being corrected?

▶ For whom are you filing?

▶ Have you received a Reconciliation Letter?  YES, I am creating this report because I received a letter saying the money amounts reported to the IRS (941) did not match the amounts reported to SSA (W-3).

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**Check for Exceptions**

Does this wage report involve any of the following uncommon situations? [More Info](#)  
 If any of these apply to you, [contact us](#) for advice on filing your wage reports.

- Are you attempting to file Forms W-2?
- Are you filing for Self-Employed income that is not from a church or religious organization?
- Agent Indicator codes?
- Are you submitting [IRS](#) Third-party Sick Pay Recap Correction Forms W-2c and W-3c?

Yes, one or more of these situations apply to this wage report.

**Warning:** Be sure to select the correct information. You will not be able to return to this page when you select "Continue".

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.

4. En la página *Employer Information for this Wage Report Correction* (Información del empleador para esta corrección de informe salarial):
  - a. Ingrese o revise la *Employer Information* (Información del empleador), *Contact Person information* (Información de la persona de contacto), *Other Information* (Otra

información) y seleccione el *Kind of Payer* (Tipo de contribuyente) y el *Kind of Employer* (Tipo de empleador), después seleccione el botón **Continue** (Continuar).

b. Seleccione el botón **Cancel** (Cancelar) para volver a la página de inicio de EWR

Social Security Online **Electronic Wage Reporting (EWR)**  
 www.socialsecurity.gov EWR Home | E-mail a Wage Reporting Expert | Logout

**Forms W-2c/W-3c Online**

Steps: 1 **Employer Information** 2 Form(s) W-2c 3 W-2c List 4 W-3c Preview 5 Print & Review 6 Sign & Submit 7 Submission Confirmation 8 Save PDF

**1 Employer Information for this Wage Report Correction** ?

Fields marked with an asterisk (\*) MUST be completed.

**Enter/Review Employer Information for this Wage Report Correction**  
**Please note:** If this information has changed - updating on this page only changes information for this current wage report. To officially correct IRS records you will need to contact the IRS or use the appropriate [IRS employer tax return form](#).

\* Employer Name:   
 \* EIN:   
 \* Country: United States

Address Line 1 (Apt, Floor, Bldg., etc.):   
 Address Line 2 (Street Address or PO Box):   
 \* City:   
 \* State Abbreviation (for U.S.)/Province:   
 \* ZIP/Postal Code:  ZIP Ext. (U.S. only):

<p><b>Contact Person for this Submission</b></p> <p>*Name: JACQUELINE SPRIGGS <input type="text"/>                  *E-mail: NICONUJUES@SSA.GOV <input type="text"/>                  *Phone: 1123456789 <input type="text"/> Ext: <input type="text"/>                  Fax: <input type="text"/></p>	<p><b>Contact Person for this Employer</b></p> <p>*Name: <input type="text"/>                  E-mail: <input type="text"/>                  *Phone: <input type="text"/> Ext: <input type="text"/>                  Fax: <input type="text"/></p>
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<p><b>Other Information</b></p> <p>Please fill in the following if it applies to you (it is generally uncommon).</p> <p><b>Establishment Number:</b> <input type="text"/></p> <p><b>Employer's State ID Number:</b> <input type="text"/></p>
<p><b>Kind of Payer</b></p> <p>Select the Kind of Payer that best describes your situation, review the contact information on file and make any necessary changes.</p> <p><b>* Kind of Payer:</b></p> <p><b>!</b> <b>Warning:</b> Be sure to select the correct Kind of Payer. You will not be able to change your selection for this wage report at any time.</p> <p><input type="radio"/> 941 (Regular)</p> <p><input type="radio"/> Household Employer</p> <p><input type="radio"/> 943 (Agriculture)</p> <p><input type="radio"/> 944 (Regular)</p> <p><input type="radio"/> CT-1 (Railroad)</p> <p><input type="radio"/> Medicare Government Employer (For Government Employers only)</p> <p><input type="radio"/> Military</p>
<p><b>Kind of Employer</b></p> <p>Select the Kind of Employer that best describes your situation.</p> <p><b>* Kind of Employer:</b></p> <p><input type="radio"/> Federal Government</p> <p><input type="radio"/> Tax Exempt Employer (501c Non-Govt)</p> <p><input type="radio"/> State and Local Governmental Employer (State/Local Non-501c)</p> <p><input type="radio"/> State and Local Tax Exempt Employer (State/Local 501c)</p> <p><input type="radio"/> None Apply</p> <p><input type="checkbox"/> Third-party Sick Pay</p> <p><input type="button" value="Cancel"/> <input type="button" value="Continue &gt;&gt;"/></p>
<p>Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.</p>


5. En la página *Enter W-2c Information* (Ingrese la información del formulario W-2c):
- Ingrese la información del empleado. Debe realizar una corrección de nombre o número de Seguro Social, una corrección en una de las casillas del 1-9, la cantidad de dinero del 10-12 y/o una corrección en la casilla 13.
  - Seleccione el botón *Save and Start Next W-2c* (Guardar y crear el siguiente formulario W-2c), para guardar la información de este formulario W-2c y crear un nuevo formulario W-2c. Puede que el sistema muestre algunas alertas. Si se muestra una alerta, puede continuar haciendo correcciones al formulario W-2c o seleccione la casilla de anulación.
  - Seleccione el botón *Save and Go to W-2c List* (Guardar e ir a la lista de formularios W-2c) cuando termine de crear o editar los *W-2c Forms* (Formularios W-2c). El sistema muestra la *W-2c List* (Lista de formularios W-2c) para esta página de informe. Puede que el sistema muestre algunas alertas. Si se muestra una alerta, puede continuar haciendo correcciones al formulario W-2c o seleccione la casilla de anulación.

Nota aclaratoria:

*Puede tener un máximo de cincuenta W-2c Forms (Formularios de W-2c). El número del formulario W-2c actual se muestra en la parte superior de la página «Enter W-2c Information» (Ingrese la información del formulario W-2c). Después de ingresar su*

quincuagésimo formulario W-2c, el sistema ya no mostrará el botón **Save and Create a New W-2c** (Guardar y crear un nuevo formulario W-2c).

- d. Seleccione el botón **Cancel Changes** (Cancelar cambios) para descartar los cambios hechos al formulario W-2c. El sistema mostrará la página *W-2c List for this Submission* (Lista de formularios W-2c para este informe).
- e. Seleccione el botón **Delete this W-2c** (Eliminar este W-2c): si el formulario se ha guardado previamente, el sistema mostrará la página *«Are you sure you want to delete this W-2c»* (¿Está seguro de que desea eliminar este formulario W-2c?); si el formulario no se ha guardado previamente, el sistema mostrará la página *W-2c List for this Submission* (Lista de formularios W-2c para este informe).

<a href="#">www.socialsecurity.gov</a>   <a href="#">EWRK Home</a>   <a href="#">E-mail a Wage Reporting Expert</a>   <a href="#">Logout</a>		
 <h2 style="margin: 0;">Forms W-2c/W-3c Online</h2>		
Steps: ① Employer Information ② <b>Form(s) W-2c</b> ③ W-2c List ④ W-3c Preview ⑤ Print & Review ⑥ Sign & Submit ⑦ Submission Confirmation ⑧ Save PDF		
<h3>② Enter W-2c Information</h3> You are currently working on W-2c number: 1 of 25.		
Fields marked with an asterisk ( * ) MUST be completed.		
For official use only OMB No. 1545-0008		
<b>a</b> Employer's name, address, and ZIP code  GG B, MD 21211	<b>c</b> Tax year/Form corrected 2023 / W-2	<b>d</b> * Employee's correct social security number [ ] - [ ] - [ ]
	<b>e</b> Corrected SSN and/or name <input type="checkbox"/> (Check this box if you are correcting either the employee's name or Social Security Number.) If the employee's name was entered on the W-2 (not left blank), enter it in Box g as it appeared on the W-2, even when submitting a correction for only the SSN.	
	<b>f</b> Employee's <b>previously reported</b> social security number [ ] - [ ] - [ ]	
<b>b</b> Employer's federal EIN §	<b>g</b> Employee's <b>previously reported</b> name First: [ ] Middle: [ ] Last: [ ] Suffix: [ ]	
	<b>h</b> Employee's name * First: [ ] Middle: [ ] * Last: [ ] Suffix: [ ]	
	<b>i</b> Employee's address and ZIP code Suite/Attn.: [ ] Street/P.O. box: [ ] * City: [ ] * Country: United States * State/Province: [ ] * ZIP/Postal code: [ ] ZIP Ext. (U.S. only): [ ]	

Previously Reported	Correct Information	Previously Reported	Correct Information
1 Wages, tips, other compensation \$ <input type="text"/>	1 Wages, tips, other compensation \$ <input type="text"/>	2 Federal income tax withheld \$ <input type="text"/>	2 Federal income tax withheld \$ <input type="text"/>
3 Social security wages \$ <input type="text"/>	3 Social security wages \$ <input type="text"/>	4 Social security tax withheld \$ <input type="text"/>	4 Social security tax withheld \$ <input type="text"/>
5 Medicare wages and tips \$ <input type="text"/>	5 Medicare wages and tips \$ <input type="text"/>	6 Medicare tax withheld \$ <input type="text"/>	6 Medicare tax withheld \$ <input type="text"/>
7 Social security tips \$ <input type="text"/>	7 Social security tips \$ <input type="text"/>	8 Allocated tips \$ <input type="text"/>	8 Allocated tips \$ <input type="text"/>
9	9	10 Dependent care benefits \$ <input type="text"/>	10 Dependent care benefits \$ <input type="text"/>
11 Nonqualified plans: Section 457 distributions or contributions \$ <input type="text"/>  Not section 457 distributions or contributions \$ <input type="text"/>	11 Nonqualified plans: Section 457 distributions or contributions \$ <input type="text"/>  Not section 457 distributions or contributions \$ <input type="text"/>	12a Code: <input type="text"/> \$ <input type="text"/>  12b Code: <input type="text"/> \$ <input type="text"/>	12a Code: <input type="text"/> \$ <input type="text"/>  12b Code: <input type="text"/> \$ <input type="text"/>
13 Statutory employee <input type="checkbox"/> Retirement plan <input type="checkbox"/> Third-party sick pay <input type="checkbox"/>	13 Statutory employee <input type="checkbox"/> Retirement plan <input type="checkbox"/> Third-party sick pay <input type="checkbox"/>	12c Code: <input type="text"/> \$ <input type="text"/>	12c Code: <input type="text"/> \$ <input type="text"/>
14 Other  Description (1): <input type="text"/> Amount (1): \$ <input type="text"/> Description (2): <input type="text"/> Amount (2): \$ <input type="text"/> Description (3): <input type="text"/> Amount (3): \$ <input type="text"/>	14 Other  Description (1): <input type="text"/> Amount (1): \$ <input type="text"/> Description (2): <input type="text"/> Amount (2): \$ <input type="text"/> Description (3): <input type="text"/> Amount (3): \$ <input type="text"/>	12d Code: <input type="text"/> \$ <input type="text"/>	12d Code: <input type="text"/> \$ <input type="text"/>

State Correction Information			
Previously Reported	Correct Information	Previously Reported	Correct Information
15 State (1) <input type="text"/> ----- Employer's state ID number (1) <input type="text"/>	15 State (1) <input type="text"/> ----- Employer's state ID number (1) <input type="text"/>	15 State (2) <input type="text"/> ----- Employer's state ID number (2) <input type="text"/>	15 State (2) <input type="text"/> ----- Employer's state ID number (2) <input type="text"/>
16 State wages, tips, etc. (1) \$ <input type="text"/>	16 State wages, tips, etc. (1) \$ <input type="text"/>	16 State wages, tips, etc. (2) \$ <input type="text"/>	16 State wages, tips, etc. (2) \$ <input type="text"/>
17 State income tax (1) \$ <input type="text"/>	17 State income tax (1) \$ <input type="text"/>	17 State income tax (2) \$ <input type="text"/>	17 State income tax (2) \$ <input type="text"/>
Locality Correction Information			
18 Local wages, tips, etc. (1) \$ <input type="text"/>	18 Local wages, tips, etc. (1) \$ <input type="text"/>	18 Local wages, tips, etc. (2) \$ <input type="text"/>	18 Local wages, tips, etc. (2) \$ <input type="text"/>
19 Local income tax (1) \$ <input type="text"/>	19 Local income tax (1) \$ <input type="text"/>	19 Local income tax (2) \$ <input type="text"/>	19 Local income tax (2) \$ <input type="text"/>
20 Locality name (1) <input type="text"/>	20 Locality name (1) <input type="text"/>	20 Locality name (2) <input type="text"/>	20 Locality name (2) <input type="text"/>

[Cancel Changes](#) [Delete this W-2c](#)

[Save and Start Next W-2c >>](#) [Save and Go to W-2c List >>](#)

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.



6. En la página *W-2c List for this Submission* (Lista de formularios W-2c para este informe):
  - a. Seleccione un nombre para ver y editar los datos del formulario W-2c.
  - b. Seleccione el enlace **Delete** (Eliminar) para eliminar el formulario W-2c. Al seleccionar el enlace de eliminar, se mostrará la página *Are you sure you want to delete this W-2c?* (¿Está seguro de que desea eliminar este formulario W-2c?).
  - c. Seleccione el botón **Save and Quit** (Guardar y salir) para salir del formulario *W-2c Online* (Formulario W-2c por internet) sin presentar su informe al *Social Security Administration* (SSA) (La Administración del Seguro Social [SSA, por sus siglas en inglés]). Al seleccionar este botón se mostrará la página *«Are you sure you want to save and exit W-2c Online without submitting your annual wage report to SSA»* (¿Está seguro de que quiere guardar y salir del formulario W-2c por internet sin enviar su informe salarial anual al Seguro Social?).
  - d. Seleccione el botón **Edit Employer Information** (Editar la información del empleador). El sistema mostrará la página *Employer Information for this Wage Report Correction* (Información del empleador para esta corrección de informe de salarios).
  - e. Seleccione el botón **Start a New W-2c** (Comenzar un nuevo formulario W-2c). El sistema mostrará la página *Enter W-2c Information* (Ingrese la información del formulario W-2c).
  - f. Seleccione el botón **Continue to W-3c Preview** (Continue a vista previa del formulario W-3c). El sistema mostrará la página *W-3c Preview for this Submission* (Vista previa del formulario W-3c para este informe).

Social Security Online **Electronic Wage Reporting (EWR)**

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**Forms W-2c/W-3c Online**

Steps: ① Employer Information ② Form(s) W-2c ③ **W-2c List** ④ W-3c Preview ⑤ Print & Review ⑥ Sign & Submit ⑦ Submission Confirmation ⑧ Save PDF

**③ W-2c List for this Submission (GG)**

To review or **edit** a W-2c, select the employee name. Once you are finished entering Form(s) W-2c, you can preview the W-3c.

This report was last modified on 10-05-2023. Form(s) W-2c Entered: 1

Order Entered	Name	SSN	
1.	<a href="#">G_I</a>	XXX-XX-6666	<a href="#">Delete</a>

[Save and Quit](#)
[Edit Employer Information](#)
[Start a New W-2c >>](#)
[Continue to W-3c Preview >>](#)

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778

7. En la página *W-3c Preview for this Submission* (Vista previa del formulario W-3c para este informe):

- a. Puede ingresar los totales de los salarios e impuestos estatales o locales. Esta información no será utilizada por el Seguro Social, ni se enviará a ninguna entidad estatal o local.
- b. *SSN Truncation* (Truncamiento del número de Seguro social [SSN, por sus siglas en inglés]): para reducir el riesgo del robo de identidad, puede optar por truncar los *Social Security Numbers (SSNs)* (Numeros de Seguro Social [SSNs]), en los archivos PDF que entrega a sus empleados seleccione la casilla marcada «*SSNs will be truncated (Format \*\*\*\*\*1234)*» (Los SSNs van a ser truncados[Formato \*\*\*\*\*1234]); si decide no truncar los números de Seguro Social, seleccione la casilla marcada «*SSNs will be fully displayed (Format 123456789)*» (Los números de Seguro Social se mostrarán por complete [Formato 123456789]). Una vez que los formularios son presentados al Seguro Social, no podrá cambiar su selección.
- c. Seleccione el botón **Continue** (Continue). El sistema mostrará la página «*Print Unsubmitted Form(s) W-2c/W-3c for Review*» (Imprima formularios no enviados W-2c/W-3c para su revisión).
- d. Seleccione el botón **Return to W-2c List** (Vuelva a la lista de formularios W-2c). El sistema mostrará la página «*W-2c List for this Submission*» (Lista de formularios W-2c para este informe).
- e. Seleccione el botón **Save and Quit** (Guardar y salir) para salir del *W-2c Online* (Formularios W-2c por internet) sin presentar su informe de salarios al Seguro Social. Al seleccionar este botón, se mostrará la página «*Are you sure you want to save and exit W-2c Online without submitting your annual wage report to SSA*» («¿Está seguro de que desea guardar y salir del formulario W-2c por internet sin presentar su informe salarial anual al Seguro Social?»).

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## Forms W-2c/W-3c Online

Steps: ① Employer Information ② Form(s) W-2c ③ W-2c List ④ **W-3c Preview** ⑤ Print & Review ⑥ Sign & Submit ⑦ Submission Confirmation ⑧ Save PDF

### ④ W-3c Preview for this Submission

Ensure that the information on your Form(s) W-2c for this employer [reconciles](#) with the total of Forms 941, 943, 944, or Schedule H that you filed with the Internal Revenue Service.

To edit this data, please [Return to W-2c List](#) and select the W-2c you need to edit.

a Tax year/Form corrected <b>2022/ W-2</b>		For official use only OMB No. 1545-0006	
b Employer's name, address, and ZIP code <b>T M, MD 21111</b>		c Kind of payer <b>941 - Regular</b>	Kind of employer <b>Federal Government</b>
d Number of forms W-2c <b>1</b>	e Employer's federal EIN <b>1-1111-1</b>	f Establishment number <b>Not applicable</b>	g Employer's state ID number <b>Not applicable</b>
Boxes h, i and j are not applicable for W-2c Online.		h Employer's incorrect federal EIN <b>Not applicable</b>	i Incorrect establishment number <b>Not applicable</b>
Total of amounts previously reported as shown on enclosed Forms W-2c		Total of corrected amounts as shown on enclosed Forms W-2c	Total of amounts previously reported as shown on enclosed Forms W-2c
1 Wages, tips, other compensation <b>\$1.00</b>	1 Wages, tips, other compensation <b>\$2.00</b>	2 Federal income tax withheld <b>\$0.00</b>	2 Federal income tax withheld <b>\$0.00</b>
3 Social security wages <b>\$0.00</b>	3 Social security wages <b>\$0.00</b>	4 Social security tax withheld <b>\$0.00</b>	4 Social security tax withheld <b>\$0.00</b>
5 Medicare wages and tips <b>\$0.00</b>	5 Medicare wages and tips <b>\$0.00</b>	6 Medicare tax withheld <b>\$0.00</b>	6 Medicare tax withheld <b>\$0.00</b>
7 Social security tips <b>\$0.00</b>	7 Social security tips <b>\$0.00</b>	8 Allocated tips <b>\$0.00</b>	8 Allocated tips <b>\$0.00</b>
9	9	10 Dependent care benefits <b>\$0.00</b>	10 Dependent care benefits <b>\$0.00</b>
11 Nonqualified plans <b>\$0.00</b>	11 Nonqualified plans <b>\$0.00</b>	12a Deferred compensation <b>\$0.00</b>	12a Deferred compensation <b>\$0.00</b>
14 Inc. Tax W/H by third-party sick pay payer <b>\$0.00</b>	14 Inc. Tax W/H by third-party sick pay payer <b>\$0.00</b>	12b	12b
16 State wages, tips, etc. <b>\$</b>	16 State wages, tips, etc. <b>\$</b>	17 State income tax <b>\$</b>	17 State income tax <b>\$</b>
18 Local wages, tips, etc. <b>\$</b>	18 Local wages, tips, etc. <b>\$</b>	19 Local income tax <b>\$</b>	19 Local income tax <b>\$</b>
Contact person <b>R Y</b>	Telephone number <b>1241214121</b>		
E-mail address	Fax number		

\* SSN Truncation: to reduce the risk of identity theft, you may choose to truncate the Social Security Numbers (SSNs) on the PDFs you give to your employees.

**Warning:** When you select to truncate the SSN, it applies to **ALL** copies and once forms are submitted to SSA, you may **NOT** change your selection.

SSNs will be fully displayed (Format: 123456789)

SSNs will be truncated (Format: \*\*\*\*\*1234)

Save and Quit      << Return to W-2c List      Continue >>

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778

8. En la página *Print Unsubmitted Form(s) W-2c/W-3c for Review* (Imprimá los formularios W-2c/W-3c sin presentar para su revisión):
  - a. Seleccione el botón **Continue** (Continuar). El sistema mostrará la página *Sign and Submit* (Firmé y presente).
  - b. Seleccione el botón **Return to W-2c List** (Regrese a la lista de formularios W-2c). El sistema mostrará la página *W-2c List for this Submission* (Lista de formularios W-2c para este informe).

- c. Seleccione el botón **Save and Quit** (Guarde y salga) para salir del *W-2c Online* (Formulario W-2c por internet) sin presentar su informe al Seguro Social. Al seleccionar este botón se mostrará la página «*Are you sure you want to save and exit W-2c Online without submitting your annual wage report to SSA*» («¿Está seguro de que desea guardar y salir del formulario W-2c por internet sin presentar su informe salarial anual al Seguro Social?»).

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**Forms W-2c/W-3c Online**

Steps: ① Employer Information ② Form(s) W-2c ③ W-2c List ④ W-3c Preview ⑤ **Print & Review** ⑥ Sign & Submit ⑦ Submission Confirmation ⑧ Save PDF

**5 Print Unsubmitted Form(s) W-2c/W-3c for Review**

- Print the PDF file below to review your unsubmitted Form(s) W-2c and W-3c. We recommend that you right click the "Print Unsubmitted..." link and use the "Save Target As ..." option to save the Unsubmitted forms to your hard drive for review.
- Once you have reviewed your Form(s) W-2c and W-3c, give copies to your employees. Ask them to review the information before you submit the final Form(s) W-2c to Social Security. Please note that the PDF provided is for printing and record keeping purposes, to be provided to your employees.
- If you need to change any W-2c information, please select the "Return to W-2c List" button.
- When you believe the W-2c information is accurate, you can continue to the "Sign & Submit" step.
- Check with the IRS for online filing [deadlines](#).

**Your Unsubmitted Copy**

Your unsubmitted work has been saved for future use.

[Print Unsubmitted W2c/W3c 251070728.tmp](#)

[What's in this PDF?](#)

[Problems Printing Form\(s\) W-2c?](#)

**Save and Quit**      **<< Return to W-2c List**      **Continue >>**

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.

9. En la página *Sign and Submit* (Firmé y presente):
- a. Seleccione la casilla de atestación de la exactitud de la información del informe y seleccione el botón **Submit this Wage Report Correction** (Presenté esta corrección del informe salarial) para presentar su corrección del informe salarial. El sistema mostrará la página con la ventana emergente «*Confirmation Receipt - Your W-2c/W-3c File Was Received*» (Recibo de confirmación – su archivo del formulario W-2c/W-3c fue recibido).
- b. Seleccione el botón **Save and Quit** (Guardar y salir) para salir del *W-2c Online* (Formulario W-2c por internet) sin presentar su corrección de informe salarial al Seguro Social. Al seleccionar este botón se mostrará la página «*Are you sure you want to save and exit W-2c Online without submitting your annual wage report to SSA*» («¿Está seguro de que desea guardar y salir del formulario W-2c por internet sin presentar su informe salarial anual al Seguro Social?»).
- c. Seleccione el botón **Previous** (Anterior) para volver a la página «*Print Unsubmitted Form(s) W-2c for Review*» (Imprima formularios no enviados W-2c para su revisión).

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## Forms W-2c/W-3c Online

Steps: ① Employer Information ② Form(s) W-2c ③ W-2c List ④ W-3c Preview ⑤ Print & Review ⑥ **Sign & Submit** ⑦ Submission Confirmation ⑧ Save PDF

### ⑥ Sign and Submit

Under penalty of perjury, I declare that I have examined this wage report and, to the best of my knowledge and belief, they are entered accurately based on the information available to me.

By checking agreement below and selecting the "Submit this Wage Report Correction" button, I affirm that the above statement is true.

I, **DQTV TEST**, read and agree with the above.

Note: You are only attesting to the *accuracy* of this information.

Save and Quit    << Previous    **Submit this Wage Report Correction >>**

\* Once you submit this wage report electronically, do not send any paper forms to SSA.

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.

10. En la ventana emergente:

- Seleccione el botón **OK** (Ok) para imprimir la página de «*Confirmation Receipt - Your W-2c/W-3c File Was Received*» (Recibo de confirmación – su archivo del formulario W-2c/W-3c fue recibido).
- Seleccione el botón **Cancel** (Cancelar) para cerrar la ventana emergente.

**secureval.ssa.gov says**

Your upload was successful.  
We recommend that you print this confirmation and save it for your records.

**OK**    Cancel

11. En la página de *Confirmation Receipt - Your W-2c/W-3c File Was Received* (Recibo de confirmación – su archivo del formulario W-2c/W-3c fue recibido):

- Seleccione el botón **Print this Page** (Imprima esta página) para imprimir la página de «*Confirmation Receipt - Your File Was Received*» (Recibo de confirmación- su archivo fue recibido).
- Seleccione el botón **Go to Save Official PDF** (Ir a guardar el PDF oficial). El sistema mostrará la página «*Save PDF*» (Guarda el PDF).

Nota aclaratoria:

*Su archivo de salario estará disponible en su cuenta de BSO para que lo revise, hasta la fecha que se muestra en la página «Save PDF» (Guarde su PDF).*

## Forms W-2c/W-3c Online

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Steps: ① Employer Information
② Form(s) W-2c
③ W-2c List
④ W-3c Preview
⑤ Print & Review
⑥ Sign & Submit
⑦ Submission Confirmation
⑧ Save PDF

### ⑦ Confirmation Receipt - Your W-2c/W-3c File Was Received

Your wage report was submitted successfully. Thank you for using W-2c Online.

This Wage File Identifier (WFID) is your confirmation number: XXXXXXXXXX

We encourage you to print this page for your records. Your receipt will no longer be available once you leave this page.

If you need to delete this submission, you may do so by using the Submission Status application when the submission shows a "RECEIVED" status.

! **Do not mail us any paper Form(s) W-2c or W-3c.**

Your Receipt

Employer: GG	Employer EIN: <span style="background-color: black; color: black;">XXXXXXXXXX</span>
Tax year: 2023	Payer type: 941 - Regular
Received on: 10/05/2023 10:10 AM Eastern Time	Form type: W-2c

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Received:	1 Form W-2c	
Total wages:	\$1.00	Federal income tax withheld: \$0.00
Social security wages:	\$0.00	Social security tax withheld: \$0.00
Medicare wages and tips:	\$0.00	Medicare tax withheld: \$0.00

What You Should Do Next

1. Keep a printout of this page for 4-7 years as proof of your filing date.
2. Print and distribute the Form(s) W-2c to your employees if you have not already done so.

! **Do not mail us any paper Form(s) W-2c or W-3c.**

What to Expect

- You can check the status of your submission by selecting the View Submission Status link from the EWR homepage.
- Please note: If your address or phone number has changed, remember to correct it in IRS records by using the IRS form 941. Contact the IRS for more information.

Print this Page
Go to Save Official PDF >>

12. En la página *Save PDF* (Guarde su PDF):

- a. Haga un clic con el botón derecho en el nombre del archivo (*<filename.pdf>*) (*<nombre del archivo.pdf>* [Final]) para ver o guardar el informe presentado.
  - b. Seleccione el botón **Start a New Report Correction** (Inicie una nueva corrección de informe). El sistema mostrará la página *«Before You Create Your Form(s) W-2c/W-3c»* (Antes de crear sus formularios W-2c/W-3c).
  - c. Seleccione el botón **View Unsubmitted Reports** (Vea informes sin presentar). El sistema mostrará la página *«Unsubmitted Reports»* (Informes sin presentar).
- a. Seleccione el botón **EWR Home** (Página de inicio de EWR) para ir a la página de inicio de EWR.

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## Forms W-2c/W-3c Online

Steps:
① Employer Information
② Form(s) W-2c
③ W-2c List
④ W-3c Preview
⑤ Print & Review
⑥ Sign & Submit
⑦ Submission Confirmation
⑧ Save PDF

### 8 Save PDF

- Save the official PDF file below to your hard drive so that you can reference it later.
- Once you have closed this session, the file will only be available for 30 days. Saving it to your hard drive will allow you to reference it later.

**Save Your Official Copy**

\*Important: Save an official copy of the submitted file on your computer\*

Please note that the PDF provided is for printing and record keeping purposes, to be provided to your employees.

This file will be available online until 11-04-2023.

To save the file below to your hard drive, please right click the file name and use the "Save Target As ..." option.

[82010K.pdf \(Final\)](#)

[What's in this PDF?](#)

[Problems Printing Form\(s\) W-2c?](#)

**Do not mail us any paper Form(s) W-2c or W-3c.**

[EWR Home](#)
[View Unsubmitted Reports](#)
[Start a New Report Correction](#)

In order to view or print these files in the PDF format, you will need Adobe's Acrobat® reader. You will need to [download](#) and install the free Acrobat Reader on your computer. Version 5.0 or greater is recommended.

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.

## 2.0 Download Submitted Reports (Descargue informes enviados)

1. Seleccione el enlace **Save (or Print) Submitted W-2c Report(s)/PDF to Your Computer** (Guardar [o imprimir] informes W-2c presentados/PDF en su computadora) bajo el enlace de **Forms W-2/W-3 Online** (Formularios W-2c/W-3c por internet) en la página de inicio de EWR. El sistema mostrará la página «**Download Submitted Reports**» (Descargue informes presentados).

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**Forms W-2c/W-3c Online**

**Download Submitted Reports**

To view, save or print reports submitted to SSA, please right click the report name and use the "Save Target As ..." option. The PDF provided is for printing and record keeping purposes, to be provided to your employees. [Problems Printing Form\(s\) W-2c?](#)  
 Please note: Files are only available for 30 days and will not be available after that time.

Reports Submitted: 7

WFID	Date Submitted
<a href="#">81D1P2.pdf</a>	04-17-2023
<a href="#">81D1P3.pdf</a>	04-17-2023
<a href="#">82004B.pdf</a>	07-26-2023
<a href="#">8200KL.pdf</a>	09-14-2023
<a href="#">8200PV.pdf</a>	09-21-2023
<a href="#">8200Q2.pdf</a>	09-22-2023
<a href="#">8200Q4.pdf</a>	09-22-2023

[Quit](#) [Start a New Report Correction](#)

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.

2. Haga clic con el botón derecho en el enlace WFID en la página «**Download Submitted Reports**» (Descargue informes enviados) para mostrar un menú que incluye las opciones siguientes:
  - a. Seleccione **Save Target As** (Guardar destino como) para descargar el archivo en tu computadora.
  - b. Seleccione **Open in New Window** (Abra en una ventana nueva) para ver el archivo.

Nota aclaratoria:

*Se requiere «Adobe Acrobat Reader» (Lector de Adobe Acrobat) para ver su archivo de salarios descargado. Si es que no tiene Adobe Acrobat Reader (Lector de Adobe Acrobat) en su computadora, puede descargarlo en el sitio de internet de [adobe](http://adobe.com).*

*Si el usuario a eliminado un informe a través de la aplicación «Submission Status» (Estatus del envío), se mostrará un mensaje para informar al usuario que el informe no se puede descargar.*

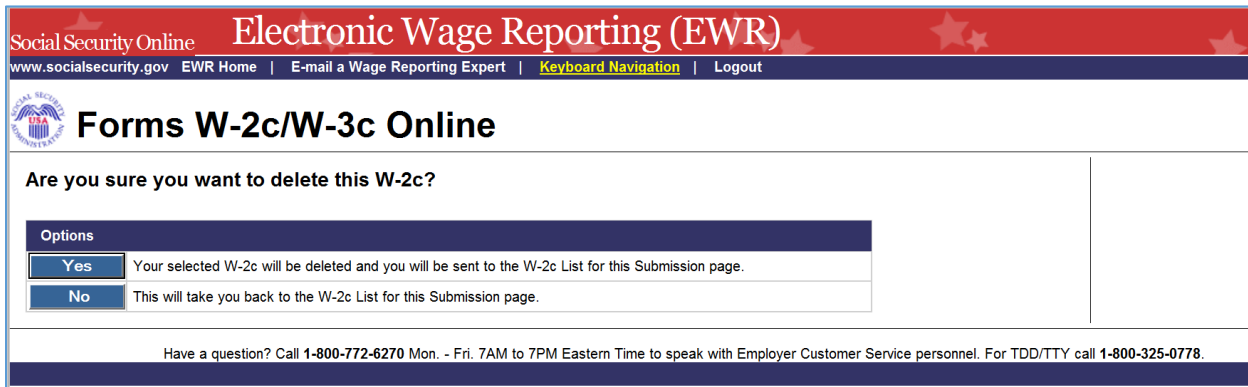
- c. Seleccione el botón **Quit** (Salir) para volver a la página de inicio de EWR.
- d. Seleccione el botón **Start a New Report Correction** (Comenzar una nueva corrección de informe) para ir a la página «**Before You Create Your Form(s) W-2c/W-3c**» (Antes de crear sus formularios W-2c/W-3c).



## 3.0 Otras páginas

### 3.1 La página *Are You Sure You Want to Delete This W-2c* (¿Está seguro de que desea eliminar este formulario W-2c?)

Si el usuario selecciona el botón **Delete This W-2c** (Eliminar este formulario W-2c) en la página «*Enter W-2c Information*» (Ingrese la información del formulario W-2c), o el enlace **Delete** (Eliminar) en la «*W-2c List for this Submission*» (Lista de formularios W-2c para este informe), el sistema mostrará la página «*Are you sure you want to delete this W-2c*» (¿Está seguro de que desea eliminar este formulario W-2c?).



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**Forms W-2c/W-3c Online**

Are you sure you want to delete this W-2c?

Options	
<input checked="" type="radio"/> Yes	Your selected W-2c will be deleted and you will be sent to the W-2c List for this Submission page.
<input type="radio"/> No	This will take you back to the W-2c List for this Submission page.

Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.

### 3.2 La página *W-2c Online Restrictions* (Restricciones del formulario W-2c por internet)

Los usuarios pueden acceder a la página «*W-2c Online Restrictions*» (Restricciones del formulario W-2c por internet) seleccionando el botón **Continue** (Continue) en la página «*Before You Create Your Form(s) W-2c/W-3c*» (Antes de crear sus formularios W-2c/W-3c) cuando selecciona la casilla de «*Yes, one or more of these situations apply to this wage report*» (Si, una o más de estas situaciones se aplican a este informe de salarios).

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**Forms W-2c/W-3c Online**

**W-2c Online Restrictions**

According to the answers you provided on the *Before You Start* page you are not eligible to use W-2c Online to file this wage report because of the restrictions and limitations of the W-2c Online system.

You may use the [File Upload application](#) if you have software that produces EFW2C formatted electronic files to file this wage report, you may use paper W-2c forms for filing this wage report or you may view a list of [vendors](#) who provide products and services which may enable you to file Forms W-2c electronically.

[EWR Home Page](#)

Have a question? Call **1-800-772-6270** Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call **1-800-325-0778**.

**3.3 En la página *Are You Sure You Want to Save and Exit W-2c Online Without Submitting Your Annual Wage Report to SSA?* (¿Está seguro de que desea guardar y salir del formulario W-2c por internet sin enviar su informe anual de salarios al Seguro Social?)**

Si el usuario selecciona el botón **Save and Quit** (Guardar y salir) en la página «*W-2c List for this Submission (ABC Limited)*» (Lista de formularios W-2c para este informe (ABC limitado), la página «*W-3c Preview for this Submission*» (Vista previa del formulario W-3c para este informe), la página «*Print Unsubmitted Form(s) W-2c/W-3c for Review*» (Imprima los formularios no presentados de W-2c/W-3c para revisión) o la página «*Sign and Submit*» (Firme y presenté), el sistema mostrará la página «*Are you sure you want to save and exit W-2c Online without submitting your annual wage report to SSA*» («¿Está seguro de que desea guardar y salir del formulario W-2c por internet sin enviar su informe salarial anual al Seguro Social?»).

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**Forms W-2c/W-3c Online**

**Are you sure you want to save and exit W-2c Online without submitting your annual wage report to SSA?**

**Options**

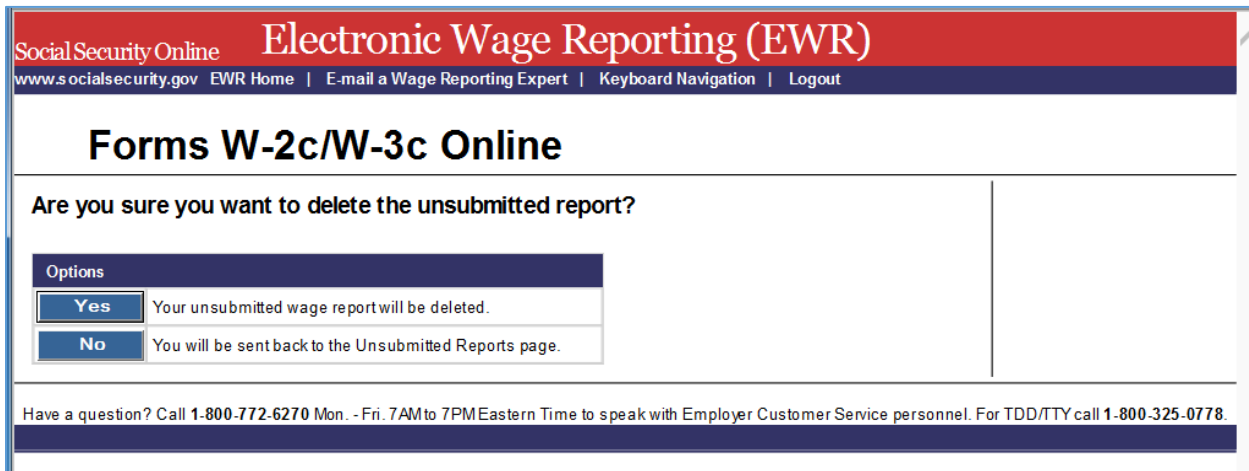
**Yes** Your employer information and Forms W-2c will be saved until 01-15-2021. You may return to finalize and submit your annual wage report anytime between now and 01-15-2021.

**No** Continue working on this wage report.

Have a question? Call **1-800-772-6270** Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call **1-800-325-0778**.

### 3.4 La página *Are You Sure You Want to Delete the Unsubmitted Report* (¿Está seguro de que desea eliminar este informe sin presentar?)

Si el usuario selecciona el botón **Delete** (Eliminar) en la página de «*Unsubmitted Reports*» (Informes sin presentar), el sistema mostrará la página «*Are you sure you want to delete the Unsubmitted Report*» (¿Está seguro de que desea eliminar este informe sin presentar?).



The screenshot shows the 'Electronic Wage Reporting (EWR)' interface. At the top, there is a red header with 'Social Security Online' and 'Electronic Wage Reporting (EWR)'. Below the header is a dark blue navigation bar with links: 'www.socialsecurity.gov', 'EWR Home', 'E-mail a Wage Reporting Expert', 'Keyboard Navigation', and 'Logout'. The main content area has a white background with the title 'Forms W-2c/W-3c Online'. Below the title is a confirmation question: 'Are you sure you want to delete the unsubmitted report?'. Underneath the question is a table with two rows of options:

Options	
<input type="button" value="Yes"/>	Your unsubmitted wage report will be deleted.
<input type="button" value="No"/>	You will be sent back to the Unsubmitted Reports page.

At the bottom of the page, there is a dark blue footer with the text: 'Have a question? Call 1-800-772-6270 Mon. - Fri. 7AM to 7PM Eastern Time to speak with Employer Customer Service personnel. For TDD/TTY call 1-800-325-0778.'