2019

NAME

DELAWARE SCHEDULE W

Page 1

APPORTIONMENT WORKSHEET

SOCIAL SECURITY NUMBER

an allowance will be permi versus the total number of Delaware in performance does not satisfy the requir	axpayers derived from Delaw tted for those days worked ou Delaware sourced employment of duties for the employer, as ements of "necessity" of duties proper with your employment with your employ	tside of the State. ent working days opposed to solely es for your employ	The allowance with Any allowance clay for the convenie	ill be equivalent to the nimed must be base nce of the employe	he ratio of days wed on necessity of e. Working from a	orked outside of the State work outside the State o In office out of your home
SEVERANCE PAY						
	nt for the cancellation (involun ayments over a period of time		of an employee's	employment contra	ct by the employe	er. Severance pay can be
If your total service time for previous years you were r	n the year it is received and m or the employer in previous co not assigned to work outside to verification must be submitted	alendar years wa he State of Delaw	s conducted in mo	ore than one state,	your severance p	pay may be prorated. If ir
Example 1: If John White was be included as Delaware S	vorked for XYZ Company for 1 Source Income.	0 years - 5 years	in Maryland and 5	years in Delaware	- then only 50% o	f his severance pay would
determine the portion of hi	vas a non-resident of Delawar s wages that were Delaware s act the Division of Revenue a	source income, Jo	ohn White may be	eligible to prorate h	is severance pay.	If your situation is simila
1. Wages, Salaries, Tips, e	etc. (to be apportioned)					
2. Total Days in Year Emp	loyed by Employer					
	of days employed)					
3. Non-Working Days						
	10 1					
3a. Saturdays a	nd Sundays					
3b. Holidays						
3c. Sick Leave						
3d. Vacation						
3e. Other Non-V	Vorking Days					
	orking Days (sum of lines 3a t ear (subtract Line 3f from Line					
5. Total Days Worked Out	side Delaware (from page 2 o	f this form)				
6. Total Days Worked in D	elaware (subtract Line 5 from	Line 4)				
7. Delaware Sourced Inco	me:					
Line 6	÷ Line 4	= (%) X	Line 4	=	
Line 6	Line 4			Line 1		

If you only have one (1) source of employment in Delaware, enter the Delaware Sourced Income (Line 7) onto Form 200-02, page 2, column 2, Line 1. If you have more than one (1) source of employment in Delaware, add the Delaware Sourced Income amounts from Lines 7 (one form per Delaware source), and enter the total Delaware Sourced income on Form 200-02, Page 2, Column 2, Line 1.



DELAWARE SCHEDULE W

Page 2

DAYS WORKED OUTSIDE DELAWARE

tate business for each day. (For example: client meeting, seminar, etc.)					
DATE		LOCATION	PURPOSE OF OUT-OF-STATE BUSINESS		

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