MAINE REVENUE SERVICES
P.O. BOX 1061
AUGUSTA, ME 04332-1061

INSTRUCTIONS FOR FORM W-3ME
RECONCILIATION OF MAINE INCOME TAX WITHHELD

Persons required to withhold must file a reconciliation return W-3ME. Total income tax withheld as shown on the reconciliation return should equal the total withholding payments made to Maine Revenue Services for the year and should also equal the total amount of Maine income tax withheld as shown on all information returns furnished payees. If you file paper W-2 forms with the Social Security Administration or if you file 1099 forms magnetically with the IRS, do not send copies of Forms W-2 and 1099 with your Maine W-3ME. In all other cases, you must submit copies of Forms W-2 and 1099 to Maine either magnetically or on paper with Form W-3ME.

When to File: No later than February 28
Where to File: Mail by FIRST CLASS MAIL to Maine Revenue Services, Income/Estate Tax Division, P.O. Box 1061, Augusta, ME 04332-1061

Note: Mail Form W-3ME separately; do not include in the same envelope with Form 941ME or 941/C1-ME.

If line 1 and line 2 below do not agree, file an amended return, Form 941A-ME, to correct the period or periods for which the error(s) was made.

Rev. 7/00

MAINE REVENUE SERVICES
INCOME/ESTATE TAX DIVISION
P.O. BOX 1061
AUGUSTA, ME 04332-1061

FORM W-3ME
RECONCILIATION OF MAINE INCOME TAX WITHHELD

Withholding Account Number _____ Year _____

KEEP THIS COPY FOR YOUR FILES

1. Total Maine Income Tax withheld shown on payee statements $_____
2. Total Maine Withholding Tax reported for the year $ _____

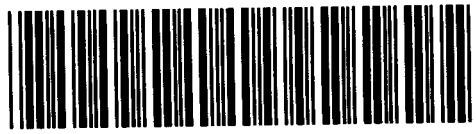
YOUR COPY

Do not request a refund or make payment with this form. Use Form 941A-ME to amend your account and request a refund or remit a payment.

DETACH HERE - COMPLETE THE FORM BELOW AND MAIL - KEEP ABOVE COPY FOR YOUR RECORDS

MAINE REVENUE SERVICES
INCOME/ESTATE TAX DIVISION
P.O. BOX 1061
AUGUSTA, ME 04332-1061

FORM W-3ME
RECONCILIATION OF MAINE
INCOME TAX WITHHELD


990661000

Withholding Account Number Year

Enter employer's name and address as it appears on Form 941ME or Form 941/C1-ME

Name (as distinguished from trade name)

Trade name (if any)

Street address

City State ZIP code

1. Total Maine Income Tax withheld shown on payee statements .
2. Total Maine Withholding Tax reported for the year .

Do not request a refund or make payment with this form. Use Form 941A-ME to amend your account and request a refund or remit a payment.

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief it is true, correct and complete.

Date _____ Signature _____ Title _____ Telephone _____
(Owner, President, Partner, Member, etc.)