[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

Instructions for completing the 1040NR EZ

when you have a W2 and a 1042S

Anything highlighted in Yellow- Please read and answer!

The Identifying number is your social security number

You should almost all be Single Nonresident Aliens

G (on the second page) you must list all the dates you came and left if you went to Mexico

 or Canada

 I (on the second page), probably if you filed last year it was: 2015 1040NR EZ

The BLUE boxes – the answers come from your W2. Please see the W2 handout for the corresponding color- match the box color!

The FUSCHIA box- the answer comes from your 1042. Please see the 1042S for the corresponding color

If box 3a or 4a on the 1042S is marked, then please call Payroll- 616 331 2237 for clarification

The BROWN Box- do the math of Box 3 (BLUE) + Box 5 (FUSCHIA )

The ORANGE box- the answer is $4000.00

The GREEN box- Do the math (blue – orange). If the answer is negative- then you must list 0. (in the US, you cannot report less than zero as an income) If the answer is > 0, please write that answer in!

The Turquoise box- Go to [www.irs.gov-](http://www.irs.gov-) look for 1040 NR EZ Directions- find the tax table… look up the number from the green box- and put the number from the chart in the turquoise box!

The Red box- should be the same answer that you put in the turquoise box

The Purple box- this number is on your W-2, please look for the corresponding color- and put that number here. You will also have to ADD the number on the 1042S that is highlighted in Purple!

The Dotted boxes- If the number in the purple box is BIGGER than the number in the Turquoise box, you will get a refund. If it is SMALLER, you will owe money to the Federal Government. Again, do the math, to know which is your fate!

(Please n



Use this for your Adjusted Gross Income for your Michigan taxes (line 10) and your GR and Walker (if you must file those)

