**STATEMENT OF RESIDENCE FORM**

|  |  |
| --- | --- |
| Name |  |
| Bechtel ID (input by Human Resources) |  |

If you are working for BPMI in Pennsylvania, local taxes will be withheld based on the information provided below. This list will assist you when determining the correct tax information. Select one of the following:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | **Current Address** (*This is where you are physically living while working at BPMI. If you are an intern or co-op employee, do not list your parents’ address or school address unless that is where you are commuting from daily to work at BPMI.)* Please print. | | | |
|  |
|  |
| Street Address | | |  | Date Address Effective |  | |
| Apartment # | | |  | Home Phone |  | |
| City | | |  | Cell Phone |  | |
| State | | |  | Permanent Email Address |  | |
| Zip | | |  | School Email Address |  | |
| **TAX INFORMATION (PA ONLY) \*** | | | | | | |
| County | | |  |  |  | |
| Local Township or Borough | | |  | School District |  | |
| **\*Information shown on this form determines BPMI’s responsibility with respect to withholding state and local tax for employees working in the state of Pennsylvania. You must complete this form ensuring that the information is absolutely correct. If your earnings are taxed incorrectly as a result of the data provided by you, BPMI will not make any refund, transfer, or retroactive payment on your behalf.**  **BPMI will only withhold wage taxes for those communities where it is legally required.** | | | | | | |

**OR**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  | **Temporary Living** *(This is what you will select if you have not yet relocated and have an extended stay in a hotel. In this case, BPMI’s address will be used, and if you are physically located in Pennsylvania, your local taxes will be withheld and paid to Monroeville, PA, and Gateway School District. You are responsible for submitting an address change as soon as you obtain housing.)* | | | |
|  |
|  |
|  |
| Signature | | |  | Date |  | |