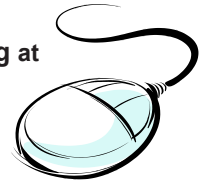


# FORM R-1H

Register online using iReg at [www.tax.virginia.gov](http://www.tax.virginia.gov)



*Quick As A Click*

## Virginia Household Employer Registration Form

Effective for taxable years beginning on or after January 1, 2009, employers of household service employees may elect to file and pay the Virginia income tax withheld from their employees' salaries on an annual basis at the same time they submit the employees' Forms W-2 for the year.

In order to qualify for the annual filing, an employer must have a total payroll in each calendar quarter that does not exceed \$5,000, regardless of the number of persons providing the domestic service. The employment must consist exclusively of domestic service in the private home of the employer as defined in the Federal Employment Tax Regulations. The first annual return and payment under the new filing status will be due on February 28, 2010. Form VA-6H will be mailed to you in late 2009 for you to report your household withholding by February 28, 2010.

Household Employees Include:	
- Baby sitters	- Health aides
- Caretakers	- Housekeepers
- Cleaning people	- Maids
- Domestic workers	- Nannies
- Drivers	- Private nurses
- Yard workers	

### Instructions for Completing Form R-1H

- Step 1** - If you are a household employer and you qualify for the annual filing, check the appropriate box on Form R-1H:
- **New Household Employer.** Use this box to indicate you are a new household employer registering with the Virginia Department of Taxation.
  - **Convert My Existing Account.** Use this box if you are currently registered with the Virginia Department of Taxation, only have household employees and would like to change to an annual filing status.
  - **Create a New Account.** Use this box if you are currently registered with the Virginia Department of Taxation, your current account includes both household and non-household employees and you would like to change to an annual filing status for the household employees only.

**Step 2** - Enter your name, Federal ID Number, Social Security Number, physical location, mailing address and phone number.

**Step 3** - Sign and date the form.

**Step 4** - Mail the completed form to:

**Virginia Department of Taxation**  
**P.O. Box 1114**  
**Richmond, Virginia 23218-1114**  
**(804) 367-8057**

### FORM R-1H HOUSEHOLD EMPLOYER ANNUAL WITHHOLDING REGISTRATION FORM

Use this form to notify the Department of Taxation that you are a household employer who will be filing and paying withholding taxes on an annual basis. You can also register online using iReg at [www.tax.virginia.gov](http://www.tax.virginia.gov).

for office use only

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- New household employer beginning      /      /       
month / day / year       Convert my existing account. I only have household employees.
- Create a new withholding account. My current withholding account includes more than household employees.

**Effective for taxable years beginning on or after January 1, 2009. The first annual return and payment will be due on February 28, 2010, for wages paid in 2009.**

NAME OF HOUSEHOLD EMPLOYER		FEDERAL ID NUMBER		SOCIAL SECURITY NUMBER	
PHYSICAL STREET ADDRESS		CITY	STATE	ZIP	
MAILING ADDRESS (if different from physical address)		CITY	STATE	ZIP	
I certify that I qualify as a household employer and my total payroll in each calendar quarter does not exceed \$5,000. This registration form must be signed by the above applicant.					
SIGNATURE		DATE		TELEPHONE NUMBER	
				(      )	