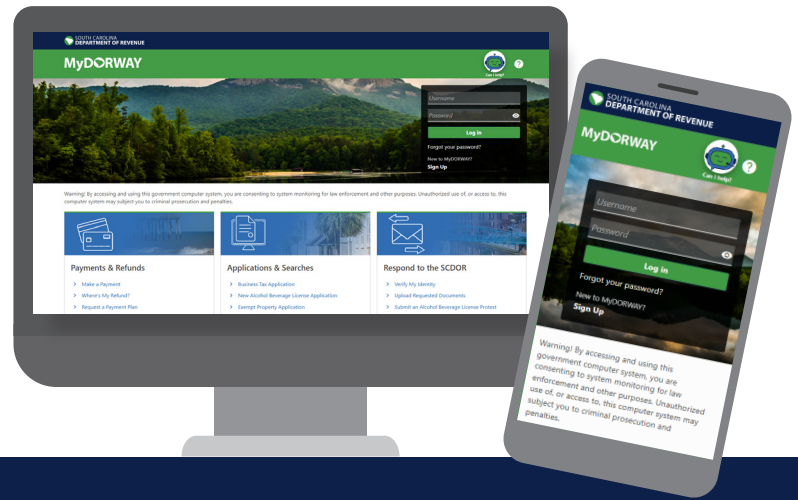


# Withholding Tax Returns

## WHAT'S NEW FOR WITHHOLDING TAX?

- Withholding Tables and the SC W-4 are available online and updated annually.
  - Remember to submit your W-2s with SC income to the **SCDOR**.
- Skip the paper and upload using **MyDORWAY!**



## Manage your tax accounts online for FREE!

# MyDORWAY

Fast. Easy. Secure.

### One-stop shop!

- Manage your tax accounts all in one place
- Review your payment history
  - Immediate access to correspondence
  - Easily update your account information
  - View your past returns and application submissions
- + more!

### Why MyDORWAY?

- 24/7 account access
- Make ACH debit or credit card payments **with no convenience fees**
- Receive immediate confirmation for transactions
- Automatic calculations reduce errors
- Control who has access to your tax accounts
- Always know you're using the most up-to-date forms

Ready to sign up for MyDORWAY?  
Visit [MyDORWAY.dor.sc.gov](https://MyDORWAY.dor.sc.gov) to get started.

You'll need your FEIN or SSN, SCDOR File Number, and a Letter ID or copy of your last return.  
Tutorials are available at [dor.sc.gov/MyDORWAY](https://dor.sc.gov/MyDORWAY)

Want more information about Withholding Taxes? Visit [dor.sc.gov/withholding](https://dor.sc.gov/withholding)



dor.sc.gov



STATE OF SOUTH CAROLINA  
DEPARTMENT OF REVENUE

# SC WITHHOLDING QUARTERLY TAX RETURN

**WH-1605**  
(Rev. 8/29/23)  
3129

Place an X in all boxes that apply.

- AMENDED** Change of Address Close Withholding Account
- Return (Make changes to address below)  Date \_\_\_\_\_

SC Withholding File Number

FEIN

**DO NOT USE FOR  
4TH QUARTER**  
(Use WH-1606)

Quarter

- 1st quarter  
Jan, Feb, Mar
- 2nd quarter  
Apr, May, Jun
- 3rd quarter  
Jul, Aug, Sep

Year \_\_\_\_\_

Business name and address

File and pay online at **MyDORWAY.dor.sc.gov**.  
Do not mail when filing online.

**You must file WH-1605 even if you withheld no SC Income Tax during the quarter. Do not enter negative numbers. All cent fields must be completed using numbers (.00 - .99).**

ATTACH CHECK HERE

### Quarterly SC Income Tax

1. Quarterly SC Income Tax withheld from all sources .....	1.	▶		.	
2. Quarterly SC Income Tax deposits or payments previously made .....	2.	▶		.	
(SC payments must be made at the same time as federal payments)					
3. <b>REFUND:</b> If line 2 is greater than line 1, enter the difference on line 3 .....	3.	▶		.	
<b>SKIP LINES 4-6. DO NOT PAY THIS AMOUNT.</b>					
4. <b>TAX DUE:</b> If line 2 is less than line 1, enter the difference on line 4 .....	4.	▶		.	
5. Penalty \$ _____ Interest \$ _____ .....	5.	▶		.	
6. Total SC Income Tax, penalty, and interest due					
Add line 4 and line 5 .....	<b>BALANCE DUE</b>	6.	▶		.

### Mail to:

**Balance due:** SCDOR, Withholding, PO Box 100161, Columbia, SC 29202  
**Refunds or zero tax:** SCDOR, Withholding, PO Box 125, Columbia, SC 29214-0004

Attach payment to this return. Make check payable to SCDOR and write the SC Withholding File Number and quarter in the memo.

**Do not include the WH-1601 coupon.**

I authorize the Director of the SCDOR or delegate to discuss this return, attachments, and related tax matters with a preparer.  
 Yes  No Preparer's name \_\_\_\_\_ Phone number \_\_\_\_\_

Under penalty of law, I certify that this information is correct, true, and complete to the best of my knowledge.

**Sign Here** Signature \_\_\_\_\_ Name \_\_\_\_\_ Title \_\_\_\_\_  
Date \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

# INSTRUCTIONS

(Rev. 1/9/24)

The fastest, easiest way to file this return and make your payment is using MyDORWAY, our free online tax portal. If you've never created a MyDORWAY account, get started at [dor.sc.gov/MyDORWAY-signup](https://dor.sc.gov/MyDORWAY-signup). Do not mail this form when filing online.

**Due dates:** First Quarter (Jan - Mar).....April 30 Third Quarter (Jul - Sep).....October 31  
Second Quarter (Apr - Jun).....July 31 Fourth Quarter (Oct - Dec).....**Use WH-1606**

**Do not use the WH-1605 to file your fourth quarter return. Use the WH-1606 for fourth quarter.**

You must file a return even if no SC Income Tax has been withheld during the quarter. You must file a WH-1606 if the account was open for any portion of the calendar year.

## Quarterly SC Income Tax information:

- Line 1 Enter total quarterly SC Income Tax withheld from all sources. Enter corrected amount if filing an amended return.
- Line 2 Enter total quarterly SC Income Tax deposits or payments previously made. For amended return, include amount paid with original WH-1605.
- Line 3 If line 2 is greater than line 1, enter the amount of refund. Skip lines 4-6.
- Line 4 If line 2 is less than line 1, enter the amount of tax due.
- Line 5 Enter the amount of penalty and interest due if applicable. Visit [MyDORWAY.dor.sc.gov](https://MyDORWAY.dor.sc.gov) for a penalty and interest calculator.
- Line 6 Enter the net SC Income Tax, penalty, and interest due.

## To avoid delays in processing your return:

- Remember, amounts withheld from employees on W-2s cannot be refunded to employers.
- Use black ink only.
- Do not staple attachments.
- Write all numbers clearly. Always include cents. (examples: 20.13, 19.00)
- Do not put slashes, dashes, dollar signs, or commas on the amount lines.
- Sign the return. The signature must be from a person authorized to act on behalf of the Withholding agent.
- Sign your check and include the written dollar amount.
- Attach payment for the full amount due to this return. Do not include a WH-1601 coupon.
- Mail to the correct address.
  - **Balance due:** SCDOR, Withholding, PO Box 100161, Columbia, SC 29202
  - **Refunds or zero tax:** SCDOR, Withholding, PO Box 125, Columbia, SC 29214-0004

## Authorization and signature:

Check the box for release of confidential information and provide your preparer's name and phone number. This authorizes the Director of the SCDOR or delegate to discuss **this** return, its attachments, any notices, adjustments or assessments with the preparer.

For more information, visit [dor.sc.gov/tax/withholding](https://dor.sc.gov/tax/withholding).