Employers must calculate taxable income for each employee. Then compute the amount of tax to be withheld using the Subtraction Method or the Addition Method.
I. Compute annualized salary

Multiply weekly salary by 52 weeks to calculate the annual gross wages.
II. Calculate taxable income

Deduct from gross wages:
Example for Standard Deduction

- Personal Allowance
- \$0 if zero allowances claimed OR

Annualize salary: $\$ 750$ per week, 3 allowances

- \$4,610 per personal allowance claimed

AND

- Standard Deduction
- \$0 if zero allowances claimed OR
- $10 \%$ of gross wages if claiming one or more allowances, up to $\$ 6,925$ total
\$ 750.00 per week
$\frac{\text { X } 52 \text { weeks }}{39,000.00 \text { gross wages }}$
- 13,830.00 personal allowances ( 3 allowances $X \$ 4,610$ )
- 3,900.00 standard deduction (lesser of $\$ 6,925$ or $10 \%$ of gross wages)
$\$ 21,270.00$ taxable income
III. Calculate the Withholding Tax

Use the Subtraction Method or the Addition Method to calculate the Withholding Tax based on the taxable income.

## SUBTRACTION METHOD:

Example

| At least: But less than: | Tax withheld: | Taxable income: |
| :--- | :--- | :--- |
| $\$ 0$ | $\$ 3,460$ | $0 \%$ |
| $\$ 3,460$ | $\$ 17,330$ | $3 \%$, then subtract $\$ 103.80$ |
| $\$ 17,330$ | and above | $6.4 \%$, then subtract $\$ 693.02$ |

ADDITION METHOD:

| At least: <br> $\$ 0$ | But less than: $\$ 3,460$ | Tax withheld: 0\% | Taxable income: | \$21,270.00 |
| :---: | :---: | :---: | :---: | :---: |
|  | \$17 | Sub |  | - \$17,330.00 |
| \$3,460 | \$17,330 | Subtract \$3,460, multiply by $3 \%$ |  | \$3,940.00 |
| \$17,330 | and above | Subtract \$17,330, multiply by $6.4 \%$, then add $\$ 416.10$ |  | X 0.064 |
|  |  |  |  | \$252.16 |
|  |  |  |  | + \$416.10 |
|  |  |  | Total to be withheld: | \$668.26 |

## IV. Calculate weekly withholding

Divide the Withholding Tax by 52 to calculate the amount to withhold from the employee each week.
Example: \$668.26 DIVIDED BY 52 WEEKS = \$12.85 STATE TAX PER WEEK
CONSTANTS FOR DETERMINING SOUTH CAROLINA INCOME TAX WITHHOLDING PROGRAM:

|  |  | YEARLY | MONTHLY | SEMIMONTHLY | BI-WEEKLY | WEEKLY |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Amount per allowance | (A) | \$4,610 | \$384.17 | \$192.08 | \$177.31 | \$88.65 |
| Maximum standard deduction - no allowances | (B) | \$0 | \$0 | \$0 | \$0 | \$0 |
| Maximum standard deduction - one or more allowances | (C) | \$6,925 | \$577.08 | \$288.54 | \$266.35 | \$133.17 |
| Maximum tax-1st bracket | (D) | \$416.10 | \$34.68 | \$17.34 | \$16.00 | \$8.00 |

