

Attention!

This form is provided for informational purposes and should not be reproduced on personal computer printers by individual taxpayers for filing. The printed version of this form is a "machine readable" form. As such, it must be printed using special paper, special inks, and within precise specifications.

Additional information about the printing of these specialized tax forms can be found in: Publication 1167, *Substitute Printed, Computer-Prepared, and Computer-Generated Tax Forms and Schedules*; and, Publication 1179, *Specifications for Paper Document Reporting and Paper Substitutes for Forms 1096, 1098, 1099 Series, 5498, and W-2G*.

The publications listed above may be obtained by calling 1-800-TAX-FORM (1-800-829-3676). Be sure to order using the IRS publication number.

An Item To Note

Separate instructions. See the separate **2000 Instructions for Form W-3PR** for information on completing this form.

Purpose of Form

Use this form to transmit the original copies of **Forms 499 R-2/W-2 PR**, Withholding Statement. Make a copy of Form W-3PR and keep it with Copy D (for Employer's Records) of Forms 499 R-2/W-2 PR for your records.

Use Form W-3PR for the correct year. **File Form W-3PR even if only one Form 499 R-2/W-2 PR is being filed.** If you are filing Form 499 R-2/W-2 PR on magnetic media or electronically, do not file Form W-3PR.

When To File

File Form W-3PR with the original page of Forms 499 R-2/W-2 PR by February 28, 2001.

Where To File

Send this entire page with the entire original copies of Forms 499 R-2/W-2 PR to:

**Social Security Administration
Data Operations Center
Wilkes-Barre, PA 18769-0001**

Note: *If you use "Certified Mail" to file, change the ZIP code to "18769-0002." If you use an IRS approved private delivery service, add "ATTN: W-2 Process, 1150 E. Mountain Dr." to the address and change the ZIP code to "18702-7997." See **Circular E**, Employer's Tax Guide (Pub. 15), for a list of IRS approved private delivery services.*

For the Privacy Act and Paperwork Reduction Act Notice, see the 2000 Instructions for Form W-3PR.