Use your 'Mouse' or the 'Tab' key to move through the fields, use your 'Mouse' or 'Space Bar' to enable the "Check Boxes".

Illinois Department of Revenue

# 2020 IL-W-6-WS

## Worksheet to Report Days Worked in Illinois for Non-Residents

**Read this information first: Complete this worksheet to report any days worked in Illinois, beginning on or after January 1, 2020, and before January 1, 2021.**

**Employees:** If you completed **2020 Form IL-W-6, Certificate of Days Worked in Illinois for Non-Residents**, you must also complete and **submit this worksheet to your employer by January 1, 2021,** to report the dates and address of locations worked in Illinois. **Attach any additional sheets in the same format as needed. Do not enter the total on your additional sheets. Please keep a copy of this report for your own records.**

**Employers:** Enter the business name and FEIN and keep this worksheet with your payroll records. You must send us this information if we request it.

**Employee name** _____ **SSN** _____

**Business name** _____ **FEIN** _____

| Date worked in Illinois | Address of location worked in Illinois<br>include street address and city |
|---|---|
| | |
| **Total Days Worked** | |

**By signing below,** I certify this record of days worked is accurate and complete.

_____ _____

Employee's signature Date

IL-W-6-WS (N 03/20)
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This form is authorized under the Illinois Income Tax Act. Disclosure of this information is required. Failure to provide information may result in this form not being processed and may result in a penalty.

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