



## **STATE OF TEXAS** **EARNED INCOME TAX CREDIT NOTIFICATION**

With the passage of Texas House Bill 2360 in 2009, Texas employers are required to provide all employees information regarding the general eligibility requirements for the Federal Earned Income Tax Credit (EITC). This information must be distributed to employees by March 1 of each year in one of the following manners:

- In person;
- Electronically at the employee's last known e-mail address;
- Through a flyer included, in writing or electronically, as a payroll stuffer; or
- By mailing the information to the employee at the employee's last known address by United States first class mail.

If it will assist you with employee notification, below is the language used on the Texas Comptroller's Internet website. You can either create your own statement to your employees or feel free to duplicate this form and distribute as appropriate.

### **Texas Employee:**

The Earned Income Tax Credit (EITC) is a federal income tax credit available for working people with low to moderate income. The credit amount you receive depends on your marital status, the amount of your earned income, and the number of children you have. To claim this credit, you must file a federal income tax return, even if you do not owe any tax and are not required to file a return.

For more information about the requirements for claiming this credit, visit the IRS EITC website.

