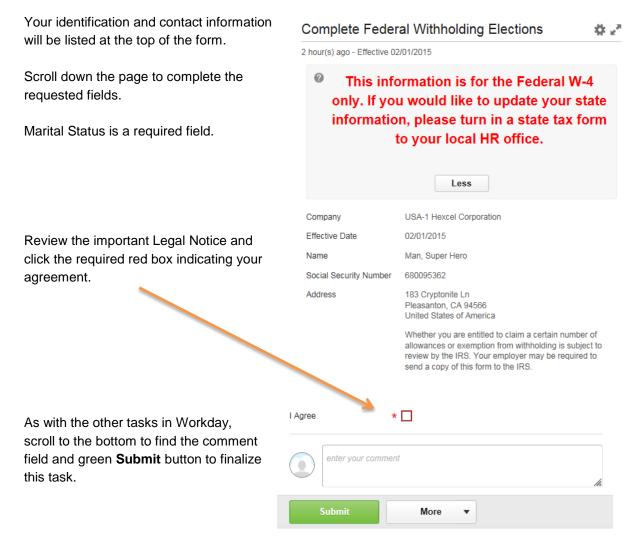


## **Tip sheet:** Complete Federal Withholding Elections (US Only)

## From your Workday Inbox:

All US Hexcel employees are required to file their Federal Withholding Elections in Workday. **Note**: This task will complete Federal Elections **only**. For State Withholding Elections, please contact your local Human Resources Department for applicable State Tax forms.

Click on the Complete Federal Withholding Elections action item in your inbox.



This will take you to the Success! screen where you can click the orange **Done** button to move on to another task.