

WITHHOLDING TAX RECONCILIATION FOR TAX YEAR _____

The tax ordinance requires annual preparation and filing of this report from all employers subject to the tax. This report must be submitted to the Village of Byesville Income Tax Department, P.O. Box 8, Byesville, Ohio 43723, no later than **January 31st**. There are no exceptions.

DO NOT REMIT THIS FORM WITHOUT LEGIBLE COPIES OF W-2 FORMS.

EMPLOYER'S NAME, ADDRESS AND ACCOUNT NUMBER

[Empty box for Employer's Name, Address and Account Number]

- 1. Total number of employees \$ _____
- 2. Total payroll for the year \$ _____
- *3. Less payroll not subject to tax \$ _____
- 4. Payroll subject to tax \$ _____
- 5. Withholding tax liability @ 1% of Line 4 \$ _____
- *3. Explanation of why payroll is not subject to tax _____
- _____
- _____

MONTHLY WITHHOLDING RECONCILIATION

Do not include interest and penalty.

- 1st month Jan due Feb 15th \$ _____
- 2nd month Feb due Mar 15th \$ _____
- 3rd month Mar due Apr 15th \$ _____
- 4th month Apr due May 15th \$ _____
- 5th month May due Jun 15th \$ _____
- 6th month Jun due Jul 15th \$ _____
- 7th month Jul due Aug 15th \$ _____
- 8th month Aug due Sep 15th \$ _____
- 9th month Sep due Oct 15th \$ _____
- 10th month Oct due Nov 15th \$ _____
- 11th month Nov due Dec 15th \$ _____
- 12th month Dec due Jan 15th \$ _____

Total paid for year \$ _____

Overpayment \$ _____
Explanation _____

Shortage due and paid now \$ _____
Explanation _____

AUTHORIZED SIGNATURE

TITLE

DATE

QUARTERLY WITHHOLDING RECONCILIATION

Do not include interest and penalty.

- 1st quarter ending Mar 31st
Due Apr 30th \$ _____
- 2nd quarter ending Jun 30th
Due Jul 31st \$ _____
- 3rd quarter ending Sep 30th
Due Oct 31st \$ _____
- 4th quarter ending Dec 31st
Due Jan 30th \$ _____

Total paid for year \$ _____

Overpayment \$ _____
Explanation _____

Shortage due and paid now \$ _____
Explanation _____

FOR TAX OFFICE USE ONLY
[Empty box for Tax Office Use Only]