

VILLAGE OF GREEN SPRINGS-DIVISION OF TAXATION
EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

I hereby certify that the information and statements contained herin and in any schedules or exhibits attached are true and correct.

(Signature) \_\_\_\_\_

(Official Title) \_\_\_\_\_ Date: \_\_\_\_\_

\*THIS RETURN MUST BE FILED ON OR BEFORE THE 15TH OF THE FOLLOWING MONTH\*

\*MAKE CHECK OR MONEY ORDER PAYABLE TO: VILLAGE OF GREEN SPRINGS

- 1. Tax withheld for Green Springs 1% In the month of \_\_\_\_\_
2. Adjust of tax for prior month
3. Interest (1 1/2 % per month)
4. Penalty (6% or \$50.00 Min. per month (See Instructions Below)
5. TOTAL (Include interest and penalty, if due)

Table with 2 columns and 5 rows for tax calculation.

FOR MONTH ENDING: \_\_\_\_\_

MAIL TO: COMMISSIONER OF TAXATION VILLAGE OF GREEN SPRINGS 120 CATHERINE ST. P.O. BOX 536 GREEN SPRINGS, OH 44836

EMPLOYER NAME & ADDRESS:

Notify Commissioner promptly of any change in Ownership or Name & Address

Three horizontal lines for employer name and address.

EIN# \_\_\_\_\_

INSTRUCTIONS FOR PREPARING AND FILING MONTHLY FORM W-1

WHO MUST FILE:

Each employer within the Village of Green Springs (Who has established an "Employer-Employee" relationship) who employs one or more persons is required to withhold the tax of 1% from all compensation paid employees at the time or times such compensation is paid, and to file Form W-1 and remit such tax to the Commissioner of Taxation on or before the 15th day of the next month following the monthly period in which the withholding was made.

DEFINITION of "EMPLOYER":

The term "employer: means an individual, co-partnership, association, corporation (including a corporation of the first or nonprofit class), government administration, agency, arm, authority, board, body branch, bureau, department, division, section, until or any other entity, who or that employs one or more persons on a salary, wage, commission, or other compensation basis, whether or not such employer is engaged in business as defined in the Ordinance and in the Regulation.

MONTHLY RETURN

The month in which compensation is paid, not earned, is the period for which monthly Return Form W-1 is to be made.

INTEREST AND PENALTIES

All taxes required to be withheld by employers under the provisions of this Ordinance and remaining unpaid after they have become due shall bear interest in addition to the amount of the unpaid withheld tax at the rate of 1 1/2 % per month. In addition, thereto, the employers required to withhold taxes from employees under the provisions of the Ordinance shall be subject to a penalty of 6% per month with a \$50.00 minimum.

FAILURE TO FILE RETURN AND PAY TAX

Any person, firm or corporation who shall fail, neglect or refuse to make any return or declaration required by the Ordinance, or any taxpayers who shall refuse to pay the tax, penalties and interest imposed by the Ordinance, or any person who shall refuse to permit the Commissioner of Taxation or any duty authorized agent or employee to examine his books, records and papers, or who shall knowingly make any incomplete, false or fraudulent return, or who shall attempt to do anything whatever to avoid payment of the whole or any part of the tax shall be guilty of a misdemeanor and shall be fined not more than Five Hundred Dollars (\$500.00) or imprisoned for not more than Sixty (60) days or both. The failure of any tax payer to receive or procure a return shall not excuse such taxpayer from making a return or paying such tax.

ITEM 1- Shall be the actual tax withheld for Green Springs at the rate of 1%

ITEM 2- To adjust current payment for underpayment or overpayment in previous month. Specify Which.

If any check, in payment of taxes, is dishonored or unpaid by reason of the drawer having no account, or having insufficient funds, or on which payment has been stopped, the sum of thirty-five dollars (35.00) (to cover the additional cost of the Village thereby entailed) will be made and collected in addition to the total amount due.