

CITY OF WHITEHALL INCOME TAX DIVISION 360 SOUTH YEARLING ROAD WHITEHALL, OHIO 43213-1894

# **EMPLOYER'S MUNICIPAL WITHHOLDING BOOKLET**

#### INSTRUCTIONS FOR PREPARING AND FILING FORM WH

#### WHO MUST FILE

An employer within, or doing business within, the City of Whitehall who employs one or more persons is required to withhold City income tax from employees' earnings.

#### WITHHOLDING RATE

Tax shall be withheld at the rate of 2.5%.

#### DUF DATE

Quarterly returns must be filed no later than the last day of the month following the end of the quarter being reported. Monthly returns must be filed no later than the last day of the month following the month being reported. Semi-monthly returns must be filed no later than 3 banking days after the 15th and the last day of the month.

#### **PENALTY AND INTEREST**

We will assess a penalty of 10% of the tax due when a return is filed after the due date. We will also post interest at the rate of 3% per month or fraction thereof, or \$25.00, whichever is greater on the unpaid tax until paid.

#### **FAILURE TO FILE RETURN AND PAY TAX**

All taxes imposed by the City income tax ordinance shall be collectible, together with any interest and penalties thereon, by suit, as other debts of like

amount are recoverable. The Tax Commissioner is authorized to institute civil lawsuits to collect delinquent taxes due and owing to the City. Further, any natural person subject to the provisions of the City income tax ordinance who fails, neglects, or refuses to make a return, or any employer who fails, neglects or refuses to deduct and withhold the taxes or pay the taxes imposed by the City income tax ordinance, or any natural person who fails, neglects or refuses to pay the tax, interest and penalties imposed by the City income tax ordinance, or any taxpayer who refuses to permit the Tax Commissioner or his duly authorized agent or employee to examine the books, records and papers of a taxpayer, or who knowingly makes an incomplete, false or fraudulent return or who attempts to do anything whatsoever to avoid the payment of the whole or any part of tax under the City income tax ordinance shall be fined not more than \$500.00 or imprisoned for not more than sixty days or both, for a second or subsequent offense. The failure of an employer or taxpayer to receive or procure a return shall not excuse him from making a return or paying the tax levied under the income tax ordinance.

When a corporation or any organization other than a natural person is convicted of an offense pursuant to the City income tax ordinance it shall be fined not more than \$1,000.00 for the first offense and shall be fined not more than \$5,000.00 for a second or subsequent offense.

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MONTH(S) ENDING: JANUARY 15, 2013
DUE ON OR BEFORE: JANUARY 18, 2013

Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

2. Tax at rate of	paid all employees subject to Whitehall income tax \$ f 2.5% of line 1\$ thheld in month/quarter for City Income Tax	I hereby certify that the information and statements contained herein are true and correct.  (Signed)	
	of Whitehall Tax Withheldetax withheld (courtesy Withholding)	, , ,	Date
3. Adjustment	or Tax for prior quarter (see instructions) \$	Federal ID No	
4. Penalty (109	6)\$	Phone No. ( )	
5. Interest (3%	······\$	,	,
6. Total - (Line	s 2-5)\$	Write account number on check and make payable to:	
7. Report perio	d\$	CITY OF WHITEH	IALL INCOME TAX
Company Name	& Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

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MONTH(S) ENDING: **JANUARY 31, 2013**DUE ON OR BEFORE: **FEBRUARY 5, 2013** 

Total earnings paid all employees subject to Whiteh     Tax at rate of 2.5% of line 1	contained h	tify that the information and statements erein are true and correct.	
2b. Residence tax withheld (courtesy Withholding)	(Official Title	e) Date	
3. Adjustment or Tax for prior quarter (see instruc		No	
4. Penalty (10%)	\$ Phone No.	( )	
5. Interest (3%)	\$	,	
6. Total – (Lines 2-5)	\$ Write accou	unt number on check and make payable to:	
7. Report period	\$ CITY OF W	CITY OF WHITEHALL INCOME TAX	
Company Name & Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road	

Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

☐ AMENDED

MONTH(S) ENDING: **FEBRUARY 15, 2013**DUE ON OR BEFORE: **FEBRUARY 20, 2013** 

Total earnings paid all employees subject to Whitehall income tax \$      Tax at rate of 2.5% of line 1	I hereby certify that the information and statements contained herein are true and correct.  (Signed)	
2a. Amount of Whitehall Tax Withheld      2b. Residence tax withheld (courtesy Withholding)	(Official Title) Date	
3. Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No	
4. Penalty (10%)\$	Phone No. ( )	
5. Interest (3%)\$	1 Hone No. ( )	
6. Total – (Lines 2-5)\$	Write account number on check and make payable to:	
7. Report period\$	CITY OF WHITEHALL INCOME TAX	
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road	

Telephone (614) 237-9803 Fax (614) 237-7902

Whitehall, OH 43213

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MONTH(S) ENDING: **FEBRUARY 28, 2013**DUE ON OR BEFORE: **MARCH 5, 2013** 

1. Total earnings paid all employees subject to Whitehall income tax \$ 2. Tax at rate of 2.5% of line 1	I hereby certify that the information and statements contained herein are true and correct.  (Signed)  (Official Title)
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

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MONTH(S) ENDING: MARCH 15, 2013
DUE ON OR BEFORE: MARCH 20, 2013

Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

	Total earnings paid all employees subject to Whitehall income tax \$ \$  Tax at rate of 2.5% of line 1 \$  Actual tax withheld in month/quarter for City Income Tax  2a. Amount of Whitehall Tax Withheld	contained herein a	at the information and statements are true and correct.
	2b. Residence tax withheld (courtesy Withholding)	(Official Title)	Date
3.	Adjustment or Tax for prior quarter (see instructions) \$	Federal ID No	
4.	Penalty (10%)\$	Phone No. (	)
5.	Interest (3%)\$	THORE NO. (	
6.	Total – (Lines 2-5)\$	Write account nur	mber on check and make payable to:
7.	Report period\$	CITY OF WHITE	HALL INCOME TAX
Co	ompany Name & Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

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MONTH(S) ENDING: MARCH 31, 2013
DUE ON OR BEFORE: APRIL 3, 2013

Total earnings paid all employees subject to Whitehall income tax \$     Tax at rate of 2.5% of line 1\$	, , , , , , , , , , , , , , , , , , , ,
Actual tax withheld in month/quarter for City Income Tax  2a. Amount of Whitehall Tax Withheld	(Signed) Date
2b. Residence tax withheld (courtesy Withholding)      3. Adjustment or Tax for prior quarter (see instructions) \$	
4. Penalty (10%)	——   Phone No. ( )
6. Total – (Lines 2-5)	
7. Report period	CITY OF WHITEHALL INCOME TAX  MAIL TO: CITY OF WHITEHALL
Company Name & Address:	INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

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MONTH(S) ENDING: APRIL 15, 2013
DUE ON OR BEFORE: APRIL 18, 2013

Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

2.	Total earnings paid all employees subject to Whitehall income tax \$	contained herein a (Signed) (Official Title)	Date
3.	Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No	
	Penalty (10%)\$	Phone No. (	)
	Interest (3%)\$		
6.	Total – (Lines 2-5)\$	Write account nur	nber on check and make payable to:
7.	Report period\$	CITY OF WHITEH	IALL INCOME TAX
Со	mpany Name & Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

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MONTH(S) ENDING: APRIL 30, 2013 DUE ON OR BEFORE: MAY 3, 2013

Total earnings paid all employees subject to Whitehall income tax \$      Tax at rate of 2.5% of line 1\$\$	I hereby certify that the information and statements contained herein are true and correct.
Actual tax withheld in month/quarter for City Income Tax	(Signed)
2a. Amount of Whitehall Tax Withheld	
2b. Residence tax withheld (courtesy Withholding)	(Official Title) Date
3. Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No
4. Penalty (10%)\$	Phone No. ( )
5. Interest (3%)\$\$	/ Hone No. (
6. Total – (Lines 2-5)\$	Write account number on check and make payable to:
7. Report period\$	CITY OF WHITEHALL INCOME TAX
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

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MONTH(S) ENDING: MAY 15, 2013
DUE ON OR BEFORE: MAY 20, 2013

2. Tax at rate of	paid all employees subject to Whitehall income tax \$ f 2.5% of line 1\$ thheld in month/quarter for City Income Tax	contained herein a	t the information and statements re true and correct.
	of Whitehall Tax Withheldetax withheld (courtesy Withholding)	, , ,	Date
3. Adjustment	or Tax for prior quarter (see instructions) \$	Federal ID No	
4. Penalty (109	6)\$	Phone No. (	)
5. Interest (3%	······\$	,	,
6. Total - (Line	s 2-5)\$	Write account nur	nber on check and make payable to:
7. Report perio	d\$	CITY OF WHITEH	IALL INCOME TAX
Company Name	& Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

Telephone (614) 237-9803 Fax (614) 237-7902

Whitehall, OH 43213

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MONTH(S) ENDING: MAY 31, 2013
DUE ON OR BEFORE: JUNE 5, 2013

Total earnings paid all employees subject to Whitehall income tax \$      Tax at rate of 2.5% of line 1\$\$	I hereby certify that the information and statements contained herein are true and correct.
Actual tax withheld in month/quarter for City Income Tax	(Signed)
2a. Amount of Whitehall Tax Withheld	(Olynou)
2b. Residence tax withheld (courtesy Withholding)	(Official Title) Date
3. Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No
4. Penalty (10%)\$	Phone No. ( )
5. Interest (3%)\$	, mono non ( )
6. Total – (Lines 2-5)\$	Write account number on check and make payable to:
7. Report period\$	CITY OF WHITEHALL INCOME TAX
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

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MONTH(S) ENDING: **JUNE 15, 2013**DUE ON OR BEFORE: **JUNE 19, 2013** 

Total earnings paid all employees subject to Whitehall income tax \$     Tax at rate of 2.5% of line 1\$	, , , , , , , , , , , , , , , , , , , ,
Actual tax withheld in month/quarter for City Income Tax  2a. Amount of Whitehall Tax Withheld	(Signed) Date
2b. Residence tax withheld (courtesy Withholding)      3. Adjustment or Tax for prior quarter (see instructions) \$	
4. Penalty (10%)	——   Phone No. ( )
6. Total – (Lines 2-5)	
7. Report period	CITY OF WHITEHALL INCOME TAX  MAIL TO: CITY OF WHITEHALL
Company Name & Address:	INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

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MONTH(S) ENDING: JUNE 30, 2013
DUE ON OR BEFORE: JULY 3, 2013

Total earnings paid all employees subject to Whitehall income tax \$     Tax at rate of 2.5% of line 1	, ,	
Actual tax withheld in month/quarter for City Income Tax	(Signed)	
2a. Amount of Whitehall Tax Withheld	(Official Title)	
2b. Residence tax withheld (courtesy Withholding)	(Official Title) Date	
3. Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No	
4. Penalty (10%)\$		
5. Interest (3%)\$	- / / / / / / / / / / / / / / / / / / /	
6. Total – (Lines 2-5)\$		
7. Report period\$	CITY OF WHITEHALL INCOME TAX	
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213	

Telephone (614) 237-9803

Fax (614) 237-7902

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MONTH(S) ENDING: JULY 15, 2013
DUE ON OR BEFORE: JULY 18, 2013

1. Total earnings paid all employees subject to Whitehall income tax \$ 2. Tax at rate of 2.5% of line 1	I hereby certify that the information and statements contained herein are true and correct.  (Signed)
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

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MONTH(S) ENDING: JULY 31, 2013
DUE ON OR BEFORE: AUGUST 5, 2013

Total earnings paid all employees subject to Whitehall income tax \$     Tax at rate of 2.5% of line 1	, ,
Actual tax withheld in month/quarter for City Income Tax	(Signed)
2a. Amount of Whitehall Tax Withheld	(-19.113)
2b. Residence tax withheld (courtesy Withholding)	(Official Title) Date
3. Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No
4. Penalty (10%)\$	Phone No. ( )
5. Interest (3%)\$	-
6. Total – (Lines 2-5)\$	Write account number on check and make payable to:
7. Report period\$	CITY OF WHITEHALL INCOME TAX
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

Telephone (614) 237-9803

Whitehall, OH 43213

Fax (614) 237-7902

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MONTH(S) ENDING: AUGUST 15, 2013
DUE ON OR BEFORE: AUGUST 20, 2013

	Total earnings paid all employees subject to Whitehall income tax \$  Tax at rate of 2.5% of line 1\$\$  Actual tax withheld in month/quarter for City Income Tax	contained herein a	t the information and statements re true and correct.
	Amount of Whitehall Tax Withheld      Residence tax withheld (courtesy Withholding)		Date
3.	Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No	
4.	Penalty (10%)\$	Phone No. (	)
5.	Interest (3%)\$		,
	Total – (Lines 2-5)\$	Write account nui	nber on check and make payable to:
7.	Report period\$	CITY OF WHITE	HALL INCOME TAX
Со	mpany Name & Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

Telephone (614) 237-9803 Fax (614) 237-7902

Whitehall, OH 43213

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MONTH(S) ENDING: AUGUST 31, 2013
DUE ON OR BEFORE: SEPTEMBER 5, 2013

Total earnings paid all employees subject to Whitehall income tax \$     Tax at rate of 2.5% of line 1	, , , , , , , , , , , , , , , , , , , ,
Actual tax withheld in month/quarter for City Income Tax	(Signed)
2a. Amount of Whitehall Tax Withheld	(Official Title) Date
Residence tax withheld (courtesy Withhelding)     Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No
4. Penalty (10%)\$	— Phone No. ( )
5. Interest (3%)\$	_   '
6. Total – (Lines 2-5) \$	Write account number on check and make payable to:
7. Report period\$	CITY OF WHITEHALL INCOME TAX
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

Telephone (614) 237-9803 Fax (614) 237-7902

Whitehall, OH 43213

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MONTH(S) ENDING: SEPTEMBER 15, 2013
DUE ON OR BEFORE: SEPTEMBER 18, 2013

Telephone (614) 237-9803 Fax (614) 237-7902

I hereby certify that the information and statements contained herein are true and correct.
(Signed)
(001.1.711)
(Official Title) Date
Federal ID No
Phone No. ( )
/ Hone No. ( )
Write account number on check and make payable to:
CITY OF WHITEHALL INCOME TAX
MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213

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MONTH(S) ENDING: **SEPTEMBER 30, 2013**DUE ON OR BEFORE: **OCTOBER 3, 2013** 

1. Total earnings paid all employees subject to Whitehall income tax \$ 2. Tax at rate of 2.5% of line 1	I hereby certify that the information and statements contained herein are true and correct.  (Signed)  (Official Title)  Pederal ID No  Phone No. (
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

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MONTH(S) ENDING: OCTOBER 15, 2013
DUE ON OR BEFORE: OCTOBER 18, 2013

Telephone (614) 237-9803 Fax (614) 237-7902

2. Tax at	arnings paid all employees subject to Whitehall income tax \$ \$ rate of 2.5% of line 1	contained herein ar	the information and statements e true and correct.
	mount of Whitehall Tax Withheldesidence tax withheld (courtesy Withholding)	, ,	Date
3. Adjus	tment or Tax for prior quarter (see instructions)\$	Federal ID No	
4. Penal	ty (10%)\$	Phone No. (	)
5. Intere	st (3%)\$	1 110110 1101 (	
6. Total -	- (Lines 2-5)\$	Write account num	ber on check and make payable to:
7. Repoi	t period\$	CITY OF WHITEH	ALL INCOME TAX
Company	Name & Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

Whitehall, OH 43213

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MONTH(S) ENDING: OCTOBER 31, 2013
DUE ON OR BEFORE: NOVEMBER 5, 2013

Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

2. Tax at rate of	paid all employees subject to Whitehall income tax \$ f 2.5% of line 1\$ thheld in month/quarter for City Income Tax	contained herein a	t the information and statements re true and correct.
	of Whitehall Tax Withheldetax withheld (courtesy Withholding)	, , ,	Date
3. Adjustment	or Tax for prior quarter (see instructions) \$	Federal ID No	
4. Penalty (109	6)\$	Phone No. (	)
5. Interest (3%	······\$	,	,
6. Total - (Line	s 2-5)\$	Write account nur	nber on check and make payable to:
7. Report perio	d\$	CITY OF WHITEH	IALL INCOME TAX
Company Name	& Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

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MONTH(S) ENDING: **NOVMEBER 15, 2013**DUE ON OR BEFORE: **NOVEMBER 20, 2013** 

2.	Total earnings paid all employees subject to Whitehall income tax \$ \$ \$ Actual tax withheld in month/quarter for City Income Tax 2a. Amount of Whitehall Tax Withheld	contained herein ar	
	2b. Residence tax withheld (courtesy Withholding)	(Official Little)	Date
3.	Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No	
4.	Penalty (10%)\$	Phone No. (	)
5.	Interest (3%)\$	i none no. (	
	Total – (Lines 2-5)\$	Write account num	nber on check and make payable to:
7.	Report period\$	CITY OF WHITEH	ALL INCOME TAX
Coi	mpany Name & Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road

Whitehall, OH 43213
Telephone (614) 237-9803

Fax (614) 237-7902

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MONTH(S) ENDING: **NOVEMBER 30, 2013**DUE ON OR BEFORE: **DECEMBER 4, 2013** 

2.	Total earnings paid all employees subject to Whitehall income tax \$ \$  Tax at rate of 2.5% of line 1 \$  Actual tax withheld in month/quarter for City Income Tax  2a. Amount of Whitehall Tax Withheld	contained herein ar	the information and statements e true and correct.
	2b. Residence tax withheld (courtesy Withhelding)	(Official Title)	Date
	Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No	
4.	Penalty (10%)\$	Phone No. (	)
5.	Interest (3%)\$	,	,
6.	Total – (Lines 2-5)\$	Write account num	ber on check and make payable to:
7.	Report period\$	CITY OF WHITEH	ALL INCOME TAX
Coi	mpany Name & Address:	MAIL TO:	CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

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MONTH(S) ENDING: **DECEMBER 15, 2013**DUE ON OR BEFORE: **DECEMBER 18, 2013** 

Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

Total earnings paid all employees subject to Whitehall income tax \$     Tax at rate of 2.5% of line 1	contained herein are true and correct.
2a. Amount of Whitehall Tax Withheld	(Signed) Date
Residence tax withheld (courtesy Withholding)      Adjustment or Tax for prior quarter (see instructions)	Federal ID No
4. Penalty (10%)	— Priorie No. ( )
6. Total – (Lines 2-5)\$	Write account number on check and make payable to:
7. Report period\$	CITY OF WHITEHALL INCOME TAX
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Vearling Road

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MONTH(S) ENDING: **DECEMBER 31, 2013**DUE ON OR BEFORE: **JANUARY 6, 2014** 

Telephone (614) 237-9803 Fax (614) 237-7902

Total earnings paid all employees subject to Whitehall income tax \$     Tax at rate of 2.5% of line 1	I hereby certify that the information and statements contained herein are true and correct.			
2a. Amount of Whitehall Tax Withheld  2b. Residence tax withheld (courtesy Withholding)	(Signed) Date			
3. Adjustment or Tax for prior quarter (see instructions)\$	Federal ID No			
4. Penalty (10%)       \$         5. Interest (3%)       \$	Phone No. ( )			
6. Total – (Lines 2-5)\$	Write account number on check and make payable to:			
7. Report period\$	CITY OF WHITEHALL INCOME TAX			
Company Name & Address:	MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION 360 S. Yearling Road Whitehall, OH 43213			

#### INSTRUCTIONS FOR PREPARING AND FILING FOR THE EMPLOYER'S RECONCILIATION RETURN

The Employers Reconciliation Return must be filed on or before the last day of February following the year being reconciled. The return must be filed with the Whitehall Income Tax Division. The return must be accompanied by copies of employees' W-2s or a list which includes (1) name and address of employee, (2) social security number, (3) gross earnings (4) amount of tax withheld for Whitehall and (5) account number, name and address of withholding agent (employer).

#### **EMPLOYER'S RECONCILIATION OF TAX WITHHELD**

#### DUE ON OR BEFORE LAST DAY OF FEBRUARY AFTER YEAR REPORTED

1.	Total earnings paid all employees subject to Whitehall income tax\$	I hereby certify that the information and statements contained herein are true and correct.				
2.	Tax at rate of 2.5% of line 1\$	(Signed)				
3.	Total tax paid to Whitehall\$	(Official Title)				
4	Explain any difference on separate sheet\$	Federal ID No				
	Total number of employees as represented by Forms W-2	Phone No. ( )  Write account number on check and make payable to:				
	(ATTACH ALL W-2'S)	CITY OF WHITEHALL INCOME TAX				

Company Name & Address:

MAIL TO: CITY OF WHITEHALL INCOME TAX DIVISION

360 S. Yearling Road Whitehall, OH 43213

Telephone (614) 237-9803 Fax (614) 237-7902

#### WITHHOLDING TAX WORKSHEET

(Keep for your records - Do not file)

#### WITHHOLDING TAX WORKSHEET

(Keep for your records - Do not file)

Period Ending	Due Date	Check Number	Date	Amount Paid	Period Ending	Due Date	Check #	Date	Amount
1/15	1/18				7/15	7/18			
1/31	2/5				7/31	8/5			
2/15	2/20				8/15	8/20			
2/28	3/5				8/31	9/5			
3/15	3/20				9/15	9/18			
3/31	4/3				9/30	10/3			
4/15	4/18				10/15	10/18			
4/30	5/3				10/31	11/5			
5/15	5/20				11/15	11/20			
5/31	6/5				11/30	12/4			
6/15	6/19				12/15	12/18			
6/30	7/3				12/31	1/6			