

JEFFERSON TOWNSHIP-WHITEHALL JEDD C/O CITY OF WHITEHALL 360 SOUTH YEARLING ROAD WHITEHALL, OHIO 43213-1894

EMPLOYER'S MUNICIPAL WITHHOLDING BOOKLET

SPECIFIC INSTRUCTIONS - READ CAREFULLY

- An employer is required to withhold only on "qualifying wages," which are wages as defined in Internal Revenue Code Section 3121(a), generally the Medicare Wage Box of the Form W-2.
- MEDICARE EXEMPT EMPLOYEES are subject to the requirements for "qualifying wages" in the Medicare Wage Box of the Form W-2 even though that box will remain blank.
- CAFETERIA PLANS Internal Revenue Codes Section 125 wages are not included in the definition of Medicare wages and no modification from the amount reported is necessary for City tax reporting purposes.
- 401 (K), 457 AND SUPPLEMENTAL UNEMPLOYMENT COMPENSATION BENEFITS – These items should all be included in the Medicare Wage Box and are subject to withholding requirements.
- STOCK OPTIONS Income from the exercise of stock options is included in the definition of "qualifying wages" and is subject to withholding requirements.

- The IRS requires, but currently does not enforce, the inclusion of incentive stock option and employee stock purchase plan option income in Medicare Wages. You must comply with the IRS requirements regarding these types of stock option income when calculating "qualifying wages" based on Medicare wages. Please consult your tax advisor regarding your specific compensation program and its effect on calculating "qualifying wages."
- **LINE 1** Enter total compensation PAID to all Whitehall taxable employees during the period for which return is made.
- **LINE 2** Enter total Actual tax withheld from taxable employees during the period for Jefferson Township-Whitehall JEDD Income Tax.
- LINE 3 Adjust current payment of actual tax withheld for underpayment in previous period. If claiming an overpayment from a prior period, attach a letter requesting the overpayment be transferred to this period.
- LINE 4 Penalty 50%
- LINE 5 Interest .583% per month
- LINE 6 Total (lines 2-5)

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WH	City of AUTO CITY OF TAX WITHHELD OF TAX WITHHELD	-,		ED	RETURN WITH PAY	MENT	
1.	Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax	DO NOT ROUND	contained h (Print Name	erein are tr	e information and statemer ue and correct.		
2.	Actual Tax Withheld in month/quarter for City Income Tax 2a. Amount of Jefferson Township-Whitehall JEDD Tax Withheld 2a 2b. Amount of Residence Tax Withheld		(Official Title) Date Federal ID no				
3.4.5.	Adjustment of Tax for prior quarter (see instructions) 3. Penalty (50%) 4. Interest (.583% per month) 5.		MAKE C	HECK OR	MONEY ORDER PAYABLE VNSHIP-WHITEHALL JEC	ТО	
6. CO	Total – (Lines 2-5)	FOR THE PERIOD ENDING JANUARY 31, 2023	MAIL TO:	WHITEH	SON TOWNSHIP- ALL JEDD Y OF WHITEHALL earling Road	1	1

DUE ON OR BEFORE

FEBRUARY 15, 2023

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

360 S. Yearling Road Whitehall, OH 43213

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

If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.

City of WHITEHAI Opportunity is Here

JEFFERSON TOWNSHIP-WHITEHALL JEDD, OHIO, EMPLOYER'S

W_{Opp}	MONTHLY RETURN OF TAX WITHHELD MONTHLY RETURN OF TAX WITHHELD		☐ AMENDED	RETURN WITH PAYMENT		
1.	Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax	DO NOT ROUND	contained herein are	the information and statements e true and correct.		
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3.4.5.	Adjustment of Tax for prior quarter (see instructions) 3. Penalty (50%) 4. Interest (.583% per month) 5.		MAKE CHECK C	OR MONEY ORDER PAYABLE TO OWNSHIP-WHITEHALL JEDD		
6.	Total – (Lines 2-5)		MAIL TO: JEFFERSON TOWNSHIP- WHITEHALL JEDD			

COMPANY NAME AND ADDRESS

FOR THE PERIOD ENDING **FEBRUARY 28, 2023**

DUE ON OR BEFORE MARCH 15, 2023

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

C/O CITY OF WHITEHALL

360 S. Yearling Road Whitehall, OH 43213

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

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WHITEHALL Opportunity is Here	

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JEFFERSON TOWNSHIP-WHITEHALL JEDD, OHIO, EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

TURN SHEE MONTHLY RETURN OF TAX WITHHELD		☐ AMENDED	RETURN WITH PAYMENT
Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax	DO NOT ROUND	contained herein a (Print Name) (Signed)	
Actual Tax Withheld in month/quarter for City Income Tax		(Official Title)	Date
2a. Amount of Jefferson Township-Whitehall JEDD Tax Withheld 2a.		Federal ID no	
2b. Amount of Residence Tax Withheld 2b.		Dhana	
Adjustment of Tax for prior quarter (see instructions)		Phone	
Penalty (50%) 4.		MAKE CHECK	OR MONEY ORDER PAYABLE TO
Interest (.583% per month)		JEFFERSON '	TOWNSHIP-WHITEHALL JEDD
Total – (Lines 2-5) 6.		MAIL TO: JEFF	ERSON TOWNSHIP-

COMPANY NAME AND ADDRESS

FOR THE PERIOD ENDING MARCH 31, 2023

DUE ON OR BEFORE APRIL 15, 2023

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

MAIL TO: JEFFERSON TOWNSHIP-WHITEHALL JEDD C/O CITY OF WHITEHALL

> 360 S. Yearling Road Whitehall, OH 43213

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

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City of
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WH Opp	TEHALL MONTHLY RETURN OF TAX WITHHELD			ED	RETURN WITH PA	YMENT
1.	Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax	DO NOT ROUND	contained h	erein are tr	e information and statemue and correct.	
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3. 4.	Adjustment of Tax for prior quarter (see instructions)				MONEY ORDER PAYABI	
5. 6.	Interest (.583% per month)		JEFFEI MAIL TO:	JEFFERS	VNSHIP-WHITEHALL J SON TOWNSHIP-	EDD
COI	MPANY NAME AND ADDRESS	FOR THE PERIOD ENDING APRIL 30, 2023 DUE ON OR BEFORE		C/O CIT 360 S. Ye	ALL JEDD Y OF WHITEHALL earling Road I, OH 43213	4
		MAY 15, 2023			e (614) 237-9803 237-7902	

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

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WHITEHAL Opportunity is Here

WH	City of Library Monthly RETURN OF TAX WITHHELD CONTING & Files	,		ED	RETURN WITH PAYM	MENT
1.	Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax 1. Is this a courtesy withholding?	DO NOT ROUND	contained h	erein are t	e information and statemer rue and correct.	
2.	Actual Tax Withheld in month/quarter for City Income Tax 2a. Amount of Jefferson Township-Whitehall JEDD Tax Withheld 2a 2b. Amount of Residence Tax Withheld		Federal ID r	10	Date	
3.4.5.	Adjustment of Tax for prior quarter (see instructions)		MAKE C	HECK OR	MONEY ORDER PAYABLE WNSHIP-WHITEHALL JEC	
6. CO	Total – (Lines 2-5)	FOR THE PERIOD ENDING MAY 31, 2023	MAIL TO:	WHITEH C/O CIT	SON TOWNSHIP- IALL JEDD Y OF WHITEHALL earling Road	5

DUE ON OR BEFORE

JUNE 15, 2023

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

360 S. Yearling Road Whitehall, OH 43213

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

If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.

City of
WHITEHAL

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JEFFERSON TOWNSHIP-WHITEHALL JEDD. OHIO. EMPLOYER'S MONTHLY RETURN OF TAX WITHHE

TEHALL MONTHLY RETURN OF TAX WITHHELD	,	☐ AMENDED	RETURN WITH PAYMENT
Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax	DO NOT ROUND	I hereby certify that the information and statements contained herein are true and correct. (Print Name)	
Actual Tax Withheld in month/quarter for City Income Tax		(Official Title)	Date
$2a. \ \ Amount\ of\ Jefferson\ Township-Whitehall\ JEDD\ Tax\ Withheld\ \ 2a.$		Federal ID noPhone	
2b. Amount of Residence Tax Withheld			
Adjustment of Tax for prior quarter (see instructions)			
Penalty (50%)		MAKE CHECK OF	MONEY ORDER PAYABLE TO
Interest (.583% per month) 5.		JEFFERSON TOWNSHIP-WHITEHALL JEDD	

MAIL TO:

COMPANY NAME AND ADDRESS

FOR THE PERIOD ENDING JUNE 30, 2023

DUE ON OR BEFORE JULY 15, 2023

If receipt is desired, submit additional copy

Telephone (614) 237-9803

JEFFERSON TOWNSHIP-

C/O CITY OF WHITEHALL

WHITEHALL JEDD

360 S. Yearling Road Whitehall, OH 43213

Fax (614) 237-7902

and enclose self-addressed, stamped envelope.

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Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

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WHITEHAL Opportunity is Here

WH	City of TIEHALL MONTHLY RETURN OF TAX WITHHELD	•	☐ AMENDED	RETURN WITH PAYMENT
1.	Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax	1. contained herein are true (Print Name)		at the information and statements are true and correct.
2.	Actual Tax Withheld in month/quarter for City Income Tax 2a. Amount of Jefferson Township-Whitehall JEDD Tax Withheld 2a 2b. Amount of Residence Tax Withheld		Federal ID no	Date
3.	Adjustment of Tax for prior quarter (see instructions) 3.		Phone	
4.	Penalty (50%)			OR MONEY ORDER PAYABLE TO
5.	Interest (.583% per month)		JEFFERSON	TOWNSHIP-WHITEHALL JEDD
6.	Total – (Lines 2-5)			FERSON TOWNSHIP- TEHALL JEDD
CO	WIFAINT NAIVIL AIND ADDINESS	EUD THE DEDIUD ENDING	0/0	OUTY OF WILLTELLALL

FOR THE PERIOD ENDING JULY 31, 2023

DUE ON OR BEFORE AUGUST 15, 2023

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

C/O CITY OF WHITEHALL

360 S. Yearling Road Whitehall, OH 43213

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

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City of WHITEHAI
Opportunity is Here

WH	City of Line HALL MONTHLY RETURN OF TAX WITHHELD CONTING & File Control of the Co	,	☐ AMENDE	ED RETURN WITH PAYMEN	Τ
1.	Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax 1. Is this a courtesy withholding?	DO NOT ROUND	I hereby certify that the information and statements contained herein are true and correct. (Print Name)		
2.	Actual Tax Withheld in month/quarter for City Income Tax 2a. Amount of Jefferson Township-Whitehall JEDD Tax Withheld 2a 2b. Amount of Residence Tax Withheld		(Official Title) Date Federal ID no Phone		
4.5.	Adjustment of Tax for prior quarter (see instructions)			HECK OR MONEY ORDER PAYABLE TO RSON TOWNSHIP-WHITEHALL JEDD	
6. CO	Total – (Lines 2-5)	FOR THE PERIOD ENDING AUGUST 31, 2023	MAIL TO:	JEFFERSON TOWNSHIP-WHITEHALL JEDD C/O CITY OF WHITEHALL 360 S. Yearling Road	

DUE ON OR BEFORE

SEPTEMBER 15, 2023

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

360 S. Yearling Road Whitehall, OH 43213

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

If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.

City of
WHITEHAL
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JEFFERSON TOWNSHIP-WHITEHALL JEDD, OHIO, EMPLOYER'S

WH	IITÉHALL MONTHLY RETURN OF TAX WITHHELD portunity is Here			RETURN WITH PAYMENT
1.	Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax 1. Is this a courtesy withholding?	DO NOT ROUND	contained herein are	the information and statements true and correct.
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6.	Total – (Lines 2-5) 6.		MAIL TO: JEFFE	RSON TOWNSHIP-

COMPANY NAME AND ADDRESS

FOR THE PERIOD ENDING **SEPTEMBER 30, 2023**

DUE ON OR BEFORE OCTOBER 15, 2023

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

WHITEHALL JEDD C/O CITY OF WHITEHALL

360 S. Yearling Road Whitehall, OH 43213

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

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JEFFERSON TOWNSHIP-WHITEHALL JEDD, OHIO, EMPLOYER'S

HITEHALL MONTHLY RETURN OF TAX WITHHELD popularity is Here		LI AMENDED	RETURN WITH PAYMEN
Taxable Earnings paid all Employees subject to Jefferson Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax 1. Is this a courtesy withholding?	DO NOT ROUND	contained herein are (Print Name)	ne information and statements true and correct.
Actual Tax Withheld in month/quarter for City Income Tax		(Official Title)	Date
2a. Amount of Jefferson Township-Whitehall JEDD Tax Withheld 2a.		Federal ID no.	
2b. Amount of Residence Tax Withheld			
Adjustment of Tax for prior quarter (see instructions)		Phone	
Penalty (50%)4.		MAKE CHECK OF	R MONEY ORDER PAYABLE TO
Interest (.583% per month) 5.		JEFFERSON TO	WNSHIP-WHITEHALL JEDD

COMPANY NAME AND ADDRESS

FOR THE PERIOD ENDING OCTOBER 31, 2023

DUE ON OR BEFORE **NOVEMBER 15, 2023**

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

MAIL TO: JEFFERSON TOWNSHIP-WHITEHALL JEDD C/O CITY OF WHITEHALL

> 360 S. Yearling Road Whitehall, OH 43213

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

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JEFFERSON TOWNSHIP-WHITEHALL JEDD, OHIO, EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

WH	ITEHALL MONTHLY RETURN OF TAX WITHHELD ortunity is Here		☐ AMENDED	RETURN WITH PAYMENT
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3.	Adjustment of Tax for prior quarter (see instructions)		Phone	
4. 5.	Penalty (50%)			R MONEY ORDER PAYABLE TO OWNSHIP-WHITEHALL JEDD
6.	Total – (Lines 2-5) 6.	_	MAIL TO: JEFFE	RSON TOWNSHIP-

COMPANY NAME AND ADDRESS

FOR THE PERIOD ENDING **NOVEMBER 30, 2023**

DUE ON OR BEFORE **DECEMBER 15, 2023**

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Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

MAIL TO: JEFFERSON TOWNSHIP-WHITEHALL JEDD C/O CITY OF WHITEHALL

> 360 S. Yearling Road Whitehall, OH 43213

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

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City of WHITEHAL Opportunity is Here
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JEFFERSON TOWNSHIP-WHITEHALL JEDD, OHIO, EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

WHI	TITEHALL MONTHLY RETURN OF TAX WITHHELD	LIVII LOTLING		RETURN WITH PAYMENT		
1	Taxable Earnings paid all Employees subject to Jefferson	DO NOT ROUND	I hereby certify that	the information and statements		
	Township-Whitehall JEDD, Ohio, 2.5% (.025) Income Tax 1.	contained herein are true and correct.				
	Is this a courtesy withholding? ☐ YES Is this a final return? ☐ YES ☐ NO		(Print Name)			
	If yes, attach explanation	(Signed)				
2.	Actual Tax Withheld in month/quarter for City Income Tax		(Official Title)	Date		
	2a. Amount of Jefferson Township-Whitehall JEDD Tax Withheld 2a.		Federal ID no			
	2b. Amount of Residence Tax Withheld					
3.	Adjustment of Tax for prior quarter (see instructions)		Phone			
4.	Penalty (50%)		MAKE CHECK C	OR MONEY ORDER PAYABLE TO		

COMPANY NAME AND ADDRESS

FOR THE PERIOD ENDING **DECEMBER 31, 2023**

DUE ON OR BEFORE **JANUARY 15, 2024**

Notify the Income Tax Division promptly of any change in ownership or name and address shown above. FORM WWM-1

JEFFERSON TOWNSHIP-WHITEHALL JEDD

JEFFERSON TOWNSHIP-MAIL TO: WHITEHALL JEDD C/O CITY OF WHITEHALL

> 360 S. Yearling Road Whitehall, OH 43213

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

If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.

GENERAL INFORMATION

1. Each employer located or doing business within the Jefferson Township-Whitehall JEDD, Ohio, who employs one or more persons is required to withhold the tax of 2.5% from all employee compensation at the time of payment and shall remit tax to the Jefferson Township-Whitehall JEDD Income Tax Division. Note: As an employer, if the Medicare Wage Box is not the largest wage figure on the W-2 form, a written explanation is required.

Deposit requirements:

- Quarterly if less than \$200 per month is withheld, the deposit must be received by the Jefferson Township-Whitehall JEDD by the last day of the month following the end of a quarterly period.
- Monthly if more than \$200 but less than \$1,000 is withheld for a monthly period, the deposit must be received by the Jefferson Township-Whitehall JEDD by the 15th day of the following month.
- Semi-monthly if more than \$1,000 per month is withheld (or \$12,000 per year) the deposits must be received by the Jefferson Township-Whitehall JEDD within three banking days after the 15th and the last day of each month.

- 2. Delinquent returns and payments shall be subject to penalty and interest at the rate of 50% penalty and .583% per month, or fraction thereof, for interest.
- 3. The failure of any employer to receive or procure form WWS-1 is not reasonable cause for failing to make payment and to file a return. If you temporarily discontinue paying wages but anticipate future wages, you must nevertheless file a return. If you no longer expect to pay wages subject to the tax reportable on this form, you must file a "final return." If at some future date you resume paying wages subject to Jefferson Township-Whitehall JEDD municipal income tax, notify this office to receive the proper forms. Failure to receive the required form does not relieve you of your obligations to file timely.
- 4. Any person, including corporations, partnerships, employers, estates and trusts who files 250 or more information returns of form W-2 for any calendar year must file these returns using magnetic media or such other process as determined acceptable to the Tax Commissioner. All requirements apply separately to both original and corrected forms.
- An annual reconciliation is required to be filed with copies of federal form W-2 according to IRS guidelines following each calendar year.

JEFFERSON TOWNSHIP-WHITHALL JEDD ANNUAL RECONCILIATION RETURN

W-2'S MUST BE ATTACHED

MAIL TO: JEFFERSON TOWNSHIP-WHITEHALL JEDD C/O CITY OF WHITEHALL

360 S. YEARLING ROAD WHITEHALL, OH 43213 TELEPHONE (614) 237-9803

FAX (614) 237-7902				
FOR TAX YEAR ENDING 2023	DUE FEBRUARY 28, 2024			
PAYMENT ENCLOSED				
REFUND REQUESTED				
FIN:				
Company Name and Address:				
	_			

JANUARY	JULY
FEBRUARY	AUGUST
MARCH	SEPTEMBER
1ST QUARTER	3RD QUARTER
APRIL	OCTOBER
MAY	NOVEMBER
JUNE	DECEMBER
2ND QUARTER	4TH QUARTER

Phone no. _

ALL SECTIONS MUST BE COMPLETED 1. TOTAL # JEFFERSON TOWNSHIP-WHITEHALL JEDD W-2'S 2. JEFFERSON TOWNSHIP-WHITEHALL JEDD WORKPLACE WAGES 3. JEFFERSON TOWNSHIP-WHITEHALL JEDD WORKPLACE TAX WITHHELD 4. RESIDENCE TAX WITHHELD 5. TOTAL TAXES PAID TO JEFFERSON TOWNSHIP-WHITEHALL JEDD

6. BALANCE DUE OR REFUND

I hereby certify that the information and state	ments contained herein are true and correct.
Signed	Title
Federal ID no.	

WITHHOLDING TAX WORKSHEET

(Keep for your records - Do not file)

WITHHOLDING TAX WORKSHEET

(Keep for your records - Do not file)

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