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EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

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

(Signed) \_\_\_\_\_

(Official Title) \_\_\_\_\_

Owner, Partner, Member, President, Treasurer, Agent Date

THIS RETURN MUST BE FILED ON OR BEFORE DATE AS SHOWN BELOW

MAKE CHECK OR MONEY ORDER PAYABLE TO: DEPARTMENT OF TAXATION VILLAGE OF GENOA

- 1. Tax Withheld for Genoa in month at 1.5%
2. Adjustment of tax for prior month
3. Interest (1.5% per month)
4. Penalty (6% or \$50.00 min. per month) (see reverse side of taxpayer's copy)
5. Total (include interest and penalty if due)

Table with 5 rows for tax amounts, starting with \$ and ending with \$.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: January 31

Due On or Before: February 15

MAIL TO:

VILLAGE OF GENOA
102 E. Sixth Street
Genoa, Ohio 43430

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EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

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

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5. Total (include interest and penalty if due)

Table with 5 rows for tax amounts, starting with \$ and ending with \$.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: February 29

Due On or Before: March 15

MAIL TO:

VILLAGE OF GENOA
102 E. Sixth Street
Genoa, Ohio 43430

INSTRUCTIONS FOR PREPARING AND FILING FORM W-1

Who Must File

Each employer within the Village of Genoa (Who has established an "Employer- Employee" relationship) who employs one or more persons required to withhold the tax of 1.5% 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 Department of Taxation on or before the last day of the following month 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 non-profit class), governmental administration, agency, arm, authority, board, body, branch, bureau, department, division, section, unit 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 on 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 rate of 1.5% 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% of unpaid taxes or \$50.00 minimum per month.

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 taxpayer who shall refuse to pay the tax, penalties and interest imposed by the Ordinance, or any person who shall refuse to permit the Department of Taxation or any duly 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 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 taxpayer 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 Genoa at the rate of 1.5%.

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 forty (\$40.00) dollars (to cover the additional cost of the Village thereby entailed) will be made and collected in addition to the total amount due.

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2. Adjustment of tax for prior month
3. Interest (1.5% per month)
4. Penalty (6% or \$50.00 min. per month) (see reverse side of taxpayer's copy)
5. Total (include interest and penalty if due)

Table with 4 rows for tax amounts, starting with \$ and ending with \$.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: March 31

Due On or Before: April 15

MAIL TO:

VILLAGE OF GENOA
102 E. Sixth Street
Genoa, Ohio 43430

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EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

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2. Adjustment of tax for prior month
3. Interest (1.5% per month)
4. Penalty (6% or \$50.00 min. per month) (see reverse side of taxpayer's copy)
5. Total (include interest and penalty if due)

Table with 4 rows for tax amounts, starting with \$ and ending with \$.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: April 30

Due On or Before: May 15

MAIL TO:

VILLAGE OF GENOA
102 E. Sixth Street
Genoa, Ohio 43430

INSTRUCTIONS FOR PREPARING AND FILING FORM W-1

Who Must File

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Definition of "Employer"

The term "employer" means an individual, co-partnership, association, corporation (including a corporation of the first or non-profit class), governmental administration, agency, arm, authority, board, body, branch, bureau, department, division, section, unit 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.

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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 taxpayer who shall refuse to pay the tax, penalties and interest imposed by the Ordinance, or any person who shall refuse to permit the Department of Taxation or any duly 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 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 taxpayer to receive or procure a return shall not excuse such taxpayer from making a return or paying such tax.

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- 1. Tax Withheld for Genoa in month at 1.5%
2. Adjustment of tax for prior month
3. Interest (1.5% per month)
4. Penalty (6% or \$50.00 min. per month) (see reverse side of taxpayer's copy)
5. Total (include interest and penalty if due)

Table with 2 columns: Description, Amount. Row 1: Tax Withheld for Genoa, \$
Row 2: Adjustment of tax for prior month, \$
Row 3: Interest (1.5% per month), \$
Row 4: Penalty (6% or \$50.00 min. per month), \$
Row 5: Total (include interest and penalty if due), \$

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: May 31

Due On or Before: June 15

MAIL TO:

VILLAGE OF GENOA
102 E. Sixth Street
Genoa, Ohio 43430

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EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

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2. Adjustment of tax for prior month
3. Interest (1.5% per month)
4. Penalty (6% or \$50.00 min. per month) (see reverse side of taxpayer's copy)
5. Total (include interest and penalty if due)

Table with 2 columns: Description, Amount. Row 1: Tax Withheld for Genoa, \$
Row 2: Adjustment of tax for prior month, \$
Row 3: Interest (1.5% per month), \$
Row 4: Penalty (6% or \$50.00 min. per month), \$
Row 5: Total (include interest and penalty if due), \$

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: June 30

Due On or Before: July 15

MAIL TO:

VILLAGE OF GENOA
102 E. Sixth Street
Genoa, Ohio 43430

INSTRUCTIONS FOR PREPARING AND FILING FORM W-1

Who Must File

Each employer within the Village of Genoa (Who has established an "Employer- Employee" relationship) who employs one or more persons required to withhold the tax of 1.5% 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 Department of Taxation on or before the last day of the following month 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 non-profit class), governmental administration, agency, arm, authority, board, body, branch, bureau, department, division, section, unit 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 on 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 rate of 1.5% 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% of unpaid taxes or \$50.00 minimum per month.

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 taxpayer who shall refuse to pay the tax, penalties and interest imposed by the Ordinance, or any person who shall refuse to permit the Department of Taxation or any duly 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 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 taxpayer to receive or procure a return shall not excuse such taxpayer from making a return or paying such tax.

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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 forty (\$40.00) dollars (to cover the additional cost of the Village thereby entailed) will be made and collected in addition to the total amount due.

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- 1. Tax Withheld for Genoa in month at 1.5%
2. Adjustment of tax for prior month
3. Interest (1.5% per month)
4. Penalty (6% or \$50.00 min. per month) (see reverse side of taxpayer's copy)
5. Total (include interest and penalty if due)

Table with 5 rows for tax amounts, starting with a dollar sign in the first row and ending with a dollar sign in the last row.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: July 31

Due On or Before: August 15

MAIL TO:

VILLAGE OF GENOA

102 E. Sixth Street

Genoa, Ohio 43430

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EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

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5. Total (include interest and penalty if due)

Table with 5 rows for tax amounts, starting with a dollar sign in the first row and ending with a dollar sign in the last row.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: August 31

Due On or Before: September 15

MAIL TO:

VILLAGE OF GENOA

102 E. Sixth Street

Genoa, Ohio 43430

INSTRUCTIONS FOR PREPARING AND FILING FORM W-1

Who Must File

Each employer within the Village of Genoa (Who has established an "Employer- Employee" relationship) who employs one or more persons required to withhold the tax of 1.5% 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 Department of Taxation on or before the last day of the following month in which the withholding was made.

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Monthly Return

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3. Interest (1.5% per month)
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5. Total (include interest and penalty if due)

Table with 5 rows for tax amounts, starting with a dollar sign in the first and last rows.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: September 30
Due On or Before: October 15

MAIL TO: VILLAGE OF GENOA 102 E. Sixth Street Genoa, Ohio 43430

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EMPLOYER'S MONTHLY RETURN OF TAX WITHHELD

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Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: October 31
Due On or Before: November 15

MAIL TO: VILLAGE OF GENOA 102 E. Sixth Street Genoa, Ohio 43430

INSTRUCTIONS FOR PREPARING AND FILING FORM W-1

Who Must File

Each employer within the Village of Genoa (Who has established an "Employer- Employee" relationship) who employs one or more persons required to withhold the tax of 1.5% 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 Department of Taxation on or before the last day of the following month in which the withholding was made.

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Table with 5 rows for tax amounts, starting with a dollar sign in the first and last rows.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: November 30

Due On or Before: December 15

MAIL TO: VILLAGE OF GENOA 102 E. Sixth Street Genoa, Ohio 43430

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Table with 5 rows for tax amounts, starting with a dollar sign in the first and last rows.

Notify Department of Taxation promptly of any change in Ownership or name and address shown.

FOR MONTH ENDING: December 31

Due On or Before: January 15

MAIL TO: VILLAGE OF GENOA 102 E. Sixth Street Genoa, Ohio 43430

INSTRUCTIONS FOR PREPARING AND FILING FORM W-1

Who Must File

Each employer within the Village of Genoa (Who has established an "Employer- Employee" relationship) who employs one or more persons required to withhold the tax of 1.5% 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 Department of Taxation on or before the last day of the following month in which the withholding was made.

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