

Form W-3

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RECONCILIATION OF GENOA
QUARTERLY INCOME TAX WITHHELD FROM WAGES

Form with 5 numbered sections for reconciliation, including employee counts, tax withheld by quarter, and total tax withheld. Includes a mailing address for the Department of Taxation in Genoa, Ohio.

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INSTRUCTIONS FOR PREPARING AND FILING FORM W-3

The original of this reconciliation form must be filed with the DEPARTMENT OF TAXATION, VILLAGE OF GENOA, on or before January 31 following the current tax year, unless written request for extension has been made to and granted (in writing) by the DEPARTMENT OF TAXATION. This form must be accompanied by copies of employee's statements (Form W-2) showing: (1) name and address of employee; (2) social security number; (3) gross earnings paid before any payroll deduction; (4) amount of GENOA and other city income tax withheld; (5) name, address and identification number of employer. An adding machine tape, listing the amounts of Genoa Income Tax Withheld, as indicated by individual employee's statements, should be attached thereto.

If Line 5 indicates a balance due, the amount thereof should accompany this return. If Line 5 indicates overpayment, a refund request signed by the employer should be made.

*** 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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