

Village of West Unity
*****Important Changes Please Read*****

2016 Income Tax changes per House Bill 5
Effective January 1, 2016
<http://codes.ohio.gov/orc/718>

Annual Reconciliations:

- Due by the last day of February (Line 1869)
- Include W2's with Reconciliations – These must include name of every other municipal corporation for which tax was withheld or should have been withheld from such employee during the preceding calendar year (Line 1877)

Withholdings: West Unity Requirements per Ord. No. 2015-11, Rev. 1/12/17

- Monthly or quarterly withholding payments are due by the last day of month following the reporting period

Monthly	Quarterly
Monday 1/15/2018	Monday 4/30/2018
Thursday 2/15/2018	Tuesday 7/31/2018
Thursday 3/15/2018	Wednesday 10/31/2018
Sunday 4/15/2018	Thursday 1/31/2019
Tuesday 5/15/2018	
Friday 6/15/2018	
Sunday 7/15/2018	
Wednesday 8/15/2018	
Saturday 9/15/2018	
Monday 10/15/2018	
Thursday 11/15/2018	
Saturday 12/15/2018	

- Business have the option to make payments by check or cash or money order in person or by mail or electronically through Ohio Business Gateway

Business:

- All returns are due by April 15th with 2 day grace period of April 17th
- Net Operating Loss – Carry Forward for 5 years (Line 819-825)
- Threshold for estimated tax declaration is \$200.00 (Line 2615-2743)

Penalties & Interest:

- If not received or postmarked by appropriate due dates as stated above penalties & interest will ensue
 - **Interest** is calculated from the Federal Short-Term Rate, Rounded to the nearest whole number per cent (%), plus five per cent (5%) (Line 3470)
 - **Late Filing** with respect to returns (other than estimated income tax returns*), penalty of **\$25.00** for each failure to timely file each return, regardless of liability, assessed each month or fraction thereof, for the duration that the return remains unfiled. Maximum penalty for each failure to file is **\$150.00** (Line 3449-3553) *There is no late filing penalty permitted for estimated income tax returns.
 - **Penalty** - With respect to unpaid income tax and unpaid estimated income tax, a municipal corporation may impose a penalty equal to fifteen per cent (**15.00%**) of the amount not timely paid (Line 3517-3519) This is a one-time annual assessment
 - **Penalty** - With respect to any unpaid withholding tax, a municipal corporation may impose a penalty equal to fifty per cent (**50%**) of the amount not timely paid (Line 3520-3522) This is a one-time annual assessment

Extensions:

- If you need an extension for filing your tax return, the request must be received by this office, on or before April 15th, with a 2 day Grace Period of April 17th. Do not wait until you file your final return at the end of the extension time, filing an extension after the April 17th deadline will result in the **\$25.00** late file fee.

If you do not receive a form, either call or stop in the office for one.

If you have any questions, please call: (419) 924-2215

Forms are available @ www.westunity.org

Please remember to SIGN ALL submitted forms!

BUSINESS - 2017 INCOME TAX RETURN



MAKE CHECK OR MONEY ORDER TO: VILLAGE OF WEST UNITY PO Box 207 West Unity OH 43570-0207 Voice 419-924-2215 Ext Fax 419-924-2894 westunityclerk@roadrunner.com

West Unity Fiscal Period 01/01/2017 to 12/31/2017 Due Date 04/15/2018

Form with fields: Federal ID#, Business Telephone No., Principal Business Activity, NAICS Code, IF YOU HAVE MOVED DURING TAX YEAR - GIVE DATES, CHECK ONE (CORPORATION, SOLE PROPRIETOR, PARTNERSHIP, S-CORPORATION, OTHER, ESTATE, TRUST, FIDUCIARY)

Name And Address

Table with 19 rows for tax calculations. Includes fields for Total taxable income, Adjustments, Taxable income before allocation, Allocation percentage, Adjusted Net Income, Allocable Net Loss Carry Forward, West Unity Taxable income, West Unity income tax, Credits applied, Estimates paid, Other credits, Total credits, Tax due, Penalty, Interest, Total due, Overpayment, Amount to be refunded, Amount to be credited to next year.

Declaration of Estimate For 2018

Table with 4 rows for 2018 estimates. Includes fields for Total estimated income subject to tax, Estimated tax due, Less credits, Net estimated tax due, Minimum amount due for first quarter.

Amount You Owe

Table with 1 row for total amount due (add lines 16 and 24).

Tax Office Use Only section with a large empty box for processing.

TaxPayer's Signature Date

Tax Preparer's Signature (If other than taxpayer) Date

Phone No.