

City of Englewood  
 Income Tax Department  
 333 W National Rd  
 Englewood, OH 45322  
 Phone: 937-836-5106  
 Fax: 937-771-2891  
 Email: tax@englewood.oh.us  
 www.englewood.oh.us

# City of Englewood

Tax Year \_\_\_\_\_



Form W-1

## EMPLOYER'S RETURN OF TAX WITHHELD

Account Number	Federal ID	Courtesy Withholding <input type="checkbox"/> Final Return <input type="checkbox"/>	Withholding Period	Due Date
Name and Address of Business			1. Payroll this Period	\$
			2. Tax Withheld - 1.75%	\$
			3. Adjustment to Prior Period	\$
			4. Late Fee \$25.00/30 days	\$
			<b>5. TOTAL DUE</b>	<b>\$</b>

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Notify the Department of Taxation promptly of any change in ownership.

AMENDED (attach explanation)

MAKE CHECK OR MONEY ORDER PAYABLE TO:

**CITY OF ENGLEWOOD**

MAIL TO:

ENGLEWOOD TAX DEPARTMENT  
 333 W NATIONAL RD  
 ENGLEWOOD, OHIO 45322

## GENERAL INFORMATION

Each employer within or doing business within the City of Englewood who employs one or more persons is required to withhold the tax from all qualifying wages paid to employees at the time the compensation is paid, and file Form W-1 and remit the tax to:

Englewood Tax Department  
333 W National Road  
Englewood, Ohio 45322

Most employers are monthly withholders; unless your preceding calendar year did not exceed \$2,399 in withholding or in the preceding calendar quarter for any month of the quarter the withholdings did not exceed \$200.

**MONTHLY:** All returns and payments are due on or before the 15th day following the of month for the amount withheld during the preceding month.

**QUARTERLY:** All returns and payments are due on or before the 30th day following the end of the quarter for the amount withheld during the preceding quarter.

**SEMI MONTHLY:** At this time the City of Englewood will not be enforcing the semi monthly withholding status.

Delinquent payments shall be subject to penalty, interest and late filing fee charges as provided for in the Tax Ordinance. **Postage meter dates are not recognized as a verification of timely filing for monthly contributors.**

The failure of any employer to receive or procure Form W-1 shall not excuse him/her from filing this return or from remitting the tax withheld.

Line 1 - Enter total qualifying wages paid to all taxable employees during the period for which return is being filed. If no compensation was paid during the period, so indicate and return Form W-1.

Line 2 - Compute Tax due - 1.75% of Line 1

Line 3 - Show any adjustments to tax due; e.g. additional tax withheld at employee request, 2nd city payment, etc.

Line 4 - Late Filing Fee is \$25.00 per 30 days late

Line 5 - Enter amount remitted.