

APPLICATION FOR WITHHOLDING TAX ACCOUNT

The City of St. Marys collects income tax for eleven municipalities in Ohio. **Therefore, all applications must include the name of the municipality for which the tax will be withheld. A separate application must be made for each city. Combined reports and payments for more than one city will be returned.**

Withholding for City of Residence: In Ohio, city tax withholding is mandatory for the city of employment. You may voluntarily withhold the tax for the city of residence if the employee works in an area where there is no tax or if the employee works in an area where the tax is lower than the employee's city of residence and you pay the difference in the rates to the city of residence in addition to the city of employment.

Information regarding the employee is required for all accounts being established to withhold the tax for the city of residence, including the employee's street address. We will inform you if the employee's address is located outside city limits.

Rates:

Botkins 1.5%	Covington 1.5%	Cridersville 1%	Ft. Loramie 1.5%	Minster 1.5%	New Bremen 1.5%
New Knoxville 1.5%	North Star .5%	Osgood 1%	Russia 1.5%	St. Marys 1.5%	

CITY FOR WHICH APPLICATION IS BEING MADE: _____

NAME OF BUSINESS: _____

FEDERAL IDENTIFICATION NUMBER: _____

PHONE NUMBER: _____ FAX NUMBER: _____

MAILING ADDRESS: _____

CONTACT NAME: _____ EMAIL ADDRESS: _____

EMPLOYEES ARE WORKING INSIDE THE CITY

STREET ADDRESS OF WORK SITE: _____

NUMBER OF EMPLOYEES: _____ DATE WORK BEGAN IN CITY: _____

COURTESY WITHHOLDING FOR CITY OF RESIDENCE

STREET ADDRESS OF EMPLOYEE'S RESIDENCE: _____

STREET ADDRESS OF EMPLOYEE'S WORK LOCATION: _____

METHOD OF REPORTING:

MAIL (Withholding forms will be provided within five days.)

PAYROLL SERVICE (Confirmation of account numbers will be provided within three days.)

OHIO BUSINESS GATEWAY (Confirmation of account numbers will be provided within three days.)

TODAY'S DATE: _____

PLEASE RETURN COMPLETED QUESTIONNAIRE TO:

City of St. Marys
Department of Taxation
Attn: Angie Brown
106 E. Spring Street
St. Marys, OH 45885

EMAIL: abrown@cityofstmarys.net
FAX: (419) 394-3304