

Check must accompany form and be received by due date to avoid penalty.

		DOLLARS	CENTS
1. Taxable Earnings paid all Employees subject to Minerva, Village Income Tax			
	\$		
2. Actual Tax Withheld in quarter for Village Income Tax	\$		
3. Adjustment of Tax for prior quarter (see instructions)			
4. Interest: .50% Per Month			
5. Penalty 50% of Past Due Amount			
6. Late Filing Penalty \$ 25.00 Per Month Total	\$		

I hereby certify that the information and statements contained herein are true and correct.

(Signed) _____

(Official Title) _____

THIS RETURN MUST BE FILED
ON OR BEFORE THE DUE DATE SHOWN BELOW
MAKE CHECK OR MONEY ORDER PAYABLE TO:
VILLAGE OF MINERVA

MAIL TO:

VILLAGE OF MINERVA
INCOME TAX DEPARTMENT
209 NORTH MARKET STREET
MINERVA, OHIO 44657

FOR MONTHS OF

DUE ON OR BEFORE

RETURN PART 1 - KEEP PART 2 FOR YOUR RECORDS

If receipt is desired, return Taxpayer's Copy of this form and enclose self-addressed, stamped envelope.

Notify Income Tax Department promptly of any change in ownership or name and address shown above.
W-1

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REORDER FROM: C.J. BUSINESS FORMS (440) 967-1500 OR 1-(888) 967-1500

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Notify Income Tax Department promptly of any change in ownership or name and address shown above.
W-1

Who Must File:

Each employer within Minerva, Ohio, who employs one or more persons is required to withhold the tax of one percent (1.75%) from all compensation paid taxable employees at the time such compensation is paid, and to file Form EQR and remit tax to the Village Income Tax Dept. Quarterly filing due last day of month following the quarter. Monthly filing due 15 days following the end of the month

Who Must Pay:

All persons eighteen (18) years of age or older must pay Minerva Income Tax, as it may apply, Village Ordinance No. 1701.14 Item 7 Exempts from tax "earnings and income of all persons under eighteen (18) years of age".

Failure to File Return and Pay Tax:

Any taxpayer who shall fail or refuse to make any return or declaration required by the Ordinance, or any taxpayer who shall refuse to pay the tax imposed by the Ordinance, or any taxpayer who shall refuse to permit the administrator to examine his books, or who shall knowingly make any incomplete, false or fraudulent return, or who shall attempt to avoid the payment of tax, shall be guilty of a misdemeanor

and shall be fined not more than \$500 or imprisoned for not more than sixty (60) days, or both. The failure of any taxpayer to receive a return or declaration form shall not excuse him from making a return or declaration or from paying the tax.

How to Prepare This Form:

- Line 1 - Enter total compensation PAID all taxable employees during the quarter for which return is made. If no compensation was paid during the quarter, so indicate and return Form.
- Line 2 - Enter total ACTUAL tax withheld from taxable employees during the quarter for MINERVA - INCOME TAX.
- Line 3 - To adjust current payment of actual tax withheld for underpayment or overpayment in previous quarter.