



**COLDWATER
TAX DEPARTMENT**

Application for Small Employer Exemption

By completing this application you may be eligible for Small Employer Exemption for the Village of Coldwater. Beginning in 2016, *non-resident* employers with gross receipts and sales of \$500,000 or less may only be required to remit withholding taxes to their fixed location. Please contact other municipalities separately to find out more about their Small Employer Exemption procedures. This is an annual application.

		Account #		Tax Year:	
		<i>(For Department Use Only)</i>			
Step 1: Business Name and Address	Business Name:				
	Mailing Address:				
	City, State, Zip Code:				
	Federal Identification Number:				
	Social Security Number:	Required if you are a sole proprietor and you use your Social Security Number to file your federal income tax return.		Phone Number:	
				Fax Number:	
Step 2: Exemption Qualification	Do you plan to do work inside our municipality this year? <input type="checkbox"/> YES <input type="checkbox"/> NO				
	Total Gross Receipts or Sales of the preceding tax year*:		*Must be under \$500,000 to be considered for the Small Employer Exemption.		
You must attach a copy of your company's preceding taxable year's federal tax return to this form.					
Step 3: Sign and Date the Application	I CERTIFY that the information contained in/with this form is TRUE and CORRECT. That, my business meets the qualifications set forth above. I authorize the Village of Coldwater Income Tax Department to obtain information necessary to verify my eligibility.				
	I UNDERSTAND that this application only applies to the remittance of withholding to the Village of Coldwater Income Tax Department from non-resident employers. Withholding requirements may still be required depending on my business's fixed location.				
	Sign Here	Authorized Signature of Business Owner:			Date
Print Name	Print Name:		Title:		

Please mail application to:

Village of Coldwater
Tax Department
610 West Sycamore Street
Coldwater, OH 45828

For questions regarding this application, please call (419) 678-2685.