

INDIVIDUAL - 2024

INCOME TAX RETURN

COLDWATER

Due Date 04/15/2025

Federal Schedules MUST be attached to this return.

Form with fields for Taxpayer's Social Security No., Home Telephone No., Business Telephone No., Spouse's Social Security No., Spouse's Name, Home Telephone No., Business Telephone No.

MAKE CHECK OR MONEY ORDER TO: VILLAGE OF COLDWATER
610 W SYCAMORE ST
COLDWATER OH 45828
Voice 419-678-2685 Fax 419-678-2365
taxdept@villageofcoldwater.com

Name
And
Address

Filing Status
Single, Married filing joint, Married filing separate
RESIDENT, NON-RESIDENT
IF YOU RENT, PLEASE GIVE LANDLORDS INFORMATION
NAME
ADDRESS

Income
1 Wages, salaries, tips, etc.
2 Other taxable income
3 Total taxable income (add lines 1 and 2)

Tax and Credits
4 Coldwater tax due before credits (1.000% of line 3)
5 Estimated tax payments made to Coldwater
6 Taxes withheld and paid to Coldwater
7 Overpayment from prior year(s)
8 Taxes withheld and paid to other localities
9 Total credits (add lines 5 through 8)

Refund (Issued if greater than 10.01)
10 If line 9 is greater than line 4, subtract line 4 from line 9. This is the amount you overpaid
11 Amount of line 10 to be credited to next years estimate
12 Amount of line 10 to be refunded

Tax Due (if greater than 10.01)
13 If line 4 is more than line 9, subtract line 9 from 4, this is the tax amount you owe
14 Penalties and interest Late File Late Pay Late Estimate Interest

Declaration of Estimate For 2025
15 Estimated income
16 Estimated tax due. Multiply line 15 by 1.500%
17 Taxes to be withheld and paid to Coldwater and other localities
18 Prior credit applied to estimated tax payments (From line 11)
19 Net estimated tax due (subtract line 17 and 18 from 16)
20 Minimum amount due for first quarter (multiply line 19 by 25%)

Amount You Owe
21 Total amount due (add lines 13, 14 and 20)

Tax Office Use Only : Tax Office Use Only : Tax Office Use Only

The undersigned declares that this return (and accompanying schedules) is a true, correct and complete return for the taxable period stated and that the figures used herein are the same as used for Federal Income Tax purposes.

Taxpayer's Signature Date
Spouse's Signature Date
Tax Preparer's Signature Date
(If other than taxpayer) Phone No.

May VILLAGE OF COLDWATER discuss this return with the preparer shown above \_\_\_Yes \_\_\_No

**WORKSHEET A - SALARIES AND WAGES (W-2 INCOME)**

Attach All Copies of W-2s

Employer	City Where Employed	Column A	Column B	Column C
		Medicare Wages (Box 5 on W2)	Coldwater Tax Withheld	Other City Tax Withheld (Cannot Exceed 1%)
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
		\$	\$	\$
<b>Totals</b>		\$	\$	\$
		Line 1	Line 6	Line 8

**WORKSHEET B - OTHER TAXABLE INCOME**

Attach Copies of Federal Forms and Schedules Used to Compute Return

Schedules	A Income/(Loss) From Federal Schedules	B Coldwater Percentage	C Coldwater Taxable Income (A x B)	D Tax Credit Allowed for Tax Paid to
<b>Schedule C - Business Income</b> (Combine the net income or loss of all Schedule Cs) (If taxes paid to other cities, attach other cities' returns) (A separate allocation schedule is required for each Schedule C)	\$	%	\$	\$
<b>Schedule E - Rental Income</b> (Residents enter profit/loss from all properties) (Non-residents enter only profit/loss from Coldwater properties)	\$	%	\$	\$
<b>Schedule K-1 Income</b> (Residents enter profit/loss from entities that do not pay Coldwater tax on entire distributive share)	\$	%	\$	\$
<b>Miscellaneous Income</b> 1099-MISC, 1099-NEC, W-2G, Schedules F, etc.	\$	%	\$	\$
<b>Net Operating Loss Carryforward</b> (Attach worksheet and enter as a loss)	\$	%	\$	\$
<b>Total Income/(Loss)</b>	\$		\$	\$
			Line 2	

**SCHEDULE Y - BUSINESS ALLOCATION FOR NON-RESIDENTS**

	A. LOCATED EVERYWHERE	B. LOCATED IN THIS CITY	C. PERCENTAGE (B ÷ A)
STEP 1. Average Original Cost of Real and Tangible Personal Property	\$	\$	
Gross Annual Rent Paid Multiplied by 8	\$	\$	
Total Step 1	\$	\$	%
STEP 2. Wages, Salaries and Other Compensation Paid	\$	\$	%
STEP 3. Gross Receipts from Sales Made and/or Work or Services Performed	\$	\$	%
STEP 4. Total of Percentages (Add Percentages from Steps 1-3)			%
STEP 5. Average Percentage (Divide total percentage by number of percentages used)			%

**EXEMPTIONS**

I am not required to complete this tax return because:

- Under 18 years of age, list birth date \_\_\_\_\_
- Total/permanent disability
- Retirement income only
- Business terminated, list date \_\_\_\_\_
- Taxpayer deceased, list date of death \_\_\_\_\_
- Only income from non-taxable source, list source \_\_\_\_\_
- Moved out prior to 1/1/24, list date of move \_\_\_\_\_
- Rental property subject to village tax was sold, list date \_\_\_\_\_  
list whom it was sold to \_\_\_\_\_

**VILLAGE OF COLDWATER 2024 INCOME TAX RETURN**

**DUE APRIL 15, 2025**

**FILING REQUIRED, EVEN IF NO TAX IS DUE**

**PENALTY AND INTEREST WILL BE ASSESSED FOR ANY LATE RETURNS**

**PLEASE PROVIDE A COPY OF YOUR FEDERAL EXTENSION  
ON OR BEFORE APRIL 15, 2025, IF APPLICABLE**



**Mail return, W2s, Federal 1040, applicable  
schedules, and payment, if applicable, to:**

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

**For further assistance:**

Hours:

Monday - Thursday 8 am - 5 pm

Friday 8 am - 4 pm

Phone: (419) 678-2685

Fax: (419) 678-2365

Email: [TaxDept@villageofcoldwater.com](mailto:TaxDept@villageofcoldwater.com)

Website: [www.villageofcoldwater.com](http://www.villageofcoldwater.com)

## General Instructions

### Who Must File

All Coldwater residents, 18 years of age and older, regardless of taxable income, are required to file. Part-year residents are required to file a return on wages earned while living in Coldwater (please note that if wages are pro-rated, credit for tax withheld must also be pro-rated). Also, all individuals, partnerships, corporations or other entities that performed work or business in Coldwater are required to file.

### When and Where to File

The filing deadline is no later than April 15 following the close of the tax year. All individuals must file on a calendar year basis. A return is considered timely filed when received by the Village of Coldwater on April 15 or earlier. A return that is mailed must be postmarked April 15 or earlier. Fiscal Year taxpayers must file on or before the 105th day following the close of the fiscal year.

Send returns to:

**Village of Coldwater Income Tax Department**  
**610 West Sycamore Street**  
**Coldwater, Ohio 45828**

### Extensions

An extension must be filed on or before the original due date of the return, must be in writing, and for a period not to exceed six months or not more than 30 days beyond any extension requested and granted by the IRS. A copy of the Federal Extension form is acceptable.

### Taxable Income

Taxable income includes, but is not limited to the following:

- A. Salaries, qualifying wages, commissions, tips, director's fees, executor fees, sick pay, severance pay, bonuses, deferred compensation, incentive payments, strike pay, wage continuation plans, income received as a result of

a covenant not to compete, supplemental unemployment benefits, lottery winnings, compensation received by residents of the Village of Coldwater regardless of where earned, income received from the exercise of stock options. This includes ordinary gains from the sale of business property as reported on Form 4797.

- B. The net profits of all unincorporated business, partnerships, professions, rentals, farm income or other activities conducted by residents of the Village of Coldwater regardless of where earned.
- C. The net profits of all corporations derived from work done or services rendered in the Village of Coldwater.

### Non-Taxable Income

Non-taxable income includes dividends, interest, military pay and allowances (including Ohio National Guard Reserve), pensions, annuities, alimony, Social Security, Medicare, welfare benefits, unemployments benefits, lump sum distributions, disability income, third party sick pay, capital gains, and Section 125 (cafeteria plans) contributions.

### Declarations

A declaration is required to be filed when a taxpayer anticipates taxable income that is not subject to 1% withholding. If estimated tax is \$200.00 or less, no declaration is necessary. A declaration must be filed on or before April 15. Fiscal year taxpayers must file within 105 days after the beginning of each fiscal year. For individual filers, payment of the estimated tax is due on or before the fourth, sixth, ninth, and thirteenth months after the beginning of the taxable year. For non-individual filers, payment of the estimated tax is due on or before the fourth, sixth, ninth, and twelfth months after the beginning of the taxable year. The first quarter voucher is on the bottom of the tax return. The remaining vouchers will be mailed on a quarterly basis.

## Instructions for Completing Individual Income Tax Return

### Income

- Line 1 Add all Medicare wages from W-2 (Worksheet A, Column A).
- Line 2 Add all Other Taxable Income (Worksheet B, Column C).
- Line 3 Add Lines 1 & 2 - If Line 2 is negative, it cannot be subtracted from Line 1.

### Tax and Credits

- Line 4 Multiply Line 3 by 1% (0.01).
- Line 5 Enter any estimated tax payments made to the Village of Coldwater for the current tax year (if not auto-filled).
- Line 6 Enter total Coldwater Tax Withheld (Worksheet A, Column B).
- Line 7 Enter any overpayment from previous years (if not auto-filled).
- Line 8 Enter Other City Tax Withheld (Worksheet A, Column C).
- Line 9 Add Lines 5-8.

### Refund

- Line 10 Subtract Line 9 from Line 4.
- Line 11 If Line 10 is negative, enter the amount that you want credited to next year.
- Line 12 If Line 10 is negative, enter the amount that you want refunded (Refunds less than \$10.01 are not refundable).

### Tax Due

- Line 13 Subtract 9 from Line 4 (Tax due of less than \$10.01 is not payable).
- Line 14 *Late File* If your return is filed after April 15, enter \$25.  
*Late Pay* If your payment is made after April 15, multiply Line 13 by 15% (0.15).  
*Late Estimate* Leave blank.  
*Interest* If your payment is made after April 15, multiply Line 13 by 0.833% (0.00833) for every month payment is late.  
Add Late File, Late Pay, Late Estimate & Interest.

### Declaration of Estimate For 2025

- Line 15 List estimated income subject to taxation which is not fully withheld by employer and/or is reported on Line 2.
- Line 16 Multiply Line 15 by 1.5% (0.015).
- Line 17 Enter amount expected to be withheld.
- Line 18 Enter amount credited to next year from Line 11.
- Line 19 Subtract Line 17 & 18 from Line 16.
- Line 20 Multiply Line 19 by 25% (0.25).
- Line 21 Add Lines 13, 14 & 20.

Sign and date return.

Attach W2s, Federal 1040 and all applicable schedules, and payment, if applicable.