

**EMPLOYER'S RETURN OF TAX WITHHELD**

VILLAGE OF COLDWATER, OHIO W-1

RETURN PART 1 - KEEP PART 2 FOR YOUR RECORDS

PART 1

Instructions on Bottom Panel

		DOLLARS	CENTS
1. Taxable Earnings paid all Employees subject to Coldwater, Ohio Village Income Tax	\$		
2. Actual Tax Withheld in period of Village Income Tax	\$		
3. Adjustment of Tax for prior period (see instructions)	\$		
4. Late Filing Penalty:	\$		
5. Late Payment Penalty:	\$		
6. Interest:	\$		
7. Total:	\$		

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

(Signed) \_\_\_\_\_

(Official Title) \_\_\_\_\_

Date

THIS RETURN MUST BE FILED ON OR BEFORE THE DUE DATE SHOWN BELOW. MAKE CHECK OR MONEY ORDER PAYABLE TO

**VILLAGE OF COLDWATER INCOME TAX**

COMPANY NAME & ADDRESS: \_\_\_\_\_ FOR MONTH(S) OF \_\_\_\_\_  
DUE ON OR BEFORE \_\_\_\_\_

MAIL TO: Village of Coldwater  
Department of Taxation  
610 West Sycamore Street  
Coldwater, Ohio 45828  
(419) 678-2685

FEIN #: \_\_\_\_\_

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

If receipt is desired, return Part 2 of this form and enclose a self-addressed, stamped envelope.

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**Who Must File:**

Each employer within or doing business within the Village of Coldwater, Ohio, who employs one or more persons (full time or part time) is required to withhold the tax of one and a half percent (0.015) from all salaries, wages, commissions, incentive payments, director fees, bonuses and other compensations paid to employees in accordance with Ohio Revised Code 718 at the time such compensation is paid. Such employers are required to file Form W-1 and remit tax to the Village Income Tax Department on or before the 30th day of the month following the quarterly period in which the withholding deduction was made. If an employer withholds more than \$2,399 in the preceding calendar year, or if the total amount in any month of the preceding calendar quarter exceeds \$200, the employer must file Form W-1 and remit the tax to the Village Income Tax Department on a monthly basis on or before the 15th day of the month following the monthly period in which the withholding deduction was made. Failure of an employer to withhold tax does not exclude him from paying the tax. If you have any questions, all the Village of Coldwater Income Tax Department at (419) 678-2685.

**How to Prepare This Form:**

- Line 1 - Enter total compensation paid all taxable employees during the quarter or month for which return is made. If no compensation was paid during the quarter or month so indicate and return the form.
- Line 2 - Enter total actual tax withheld from taxable employees during the quarter or month for Village of Coldwater, Ohio Income Tax.
- Line 3 - To adjust current payment of actual tax withheld for underpayment or overpayment in previous quarter or month.
- Line 4 - If return is past due, enter \$25.
- Line 5 - If payment is past due, enter 50% of tax due (line 2).
- Line 6 - If payment is past due, enter 0.75% of tax due (line 2) per month past due.
- Line 7 - Total lines 2 through 6.

**Failure to File Return and Pay Tax:**

Any taxpayer who fails to file or pay taxes to the Village of Coldwater Tax Ordinance shall be subject to penalty according to the Village of Coldwater Tax Ordinance.

Any payments of tax, received or in case of payment by mail is postmarked after the due date, are subject to the penalty and interest.