

# Village of Valley Hi

325 North Main Street  
Bellefontaine, OH 43311

Enclosed are blank forms for the Village of Valley Hi Employer Withholding and Reconciliation.

The annual reconciliation is due on or before the last day of January each year. If you are a monthly filer, the withholding forms and payments are due by the 15<sup>th</sup> of the month immediately following the end of the month. If you are a quarterly filer, the quarterly withholding forms and payments are due by the 31<sup>st</sup> of the month immediately following the end of the quarter (see schedule below):

- January due February 15<sup>th</sup>
  - February due March 15<sup>th</sup>
  - March due April 15<sup>th</sup>
  - April due May 15<sup>th</sup>
  - May due June 15<sup>th</sup>
  - June due July 15<sup>th</sup>
  - July due August 15<sup>th</sup>
  - August due September 15<sup>th</sup>
  - September due October 15<sup>th</sup>
  - October due November 15<sup>th</sup>
  - November due December 15<sup>th</sup>
  - December due January 15<sup>th</sup>
- 
- Jan-Feb-Mar due April 30<sup>th</sup>
  - Apr-May-June due July 31<sup>st</sup>
  - July-Aug-Sept due October 31<sup>st</sup>
  - Oct-Nov-Dec due January 31<sup>st</sup>

All questions should be directed to the office of D. William Boy CPA at 937-592-6610.

Tax Year 20\_\_

FORM W3 1067  
EMPLOYER'S  
WITHHOLDING  
RECONCILIATION

VILLAGE OF VALLEY HI  
325 N MAIN ST  
BELLEFONTAINE OH 43311

Voice 937-592-6610 Fax 888-233-6435

**DUE DATE 02/28/20\_\_**

FEDERAL ID NUMBER

NAME OF PERSON  
COMPLETING FORM

LOCAL PHONE NUMBER

NUMBER OF EMPLOYEES LISTED \_\_\_\_\_

Name

And

Address

**EMPLOYEE W2'S MUST ACCOMPANY THIS FORM**

**INSTRUCTIONS**

1. Attach check payable to The Village of Valley Hi, for difference if withholding exceeds remittance.
2. If remittance exceeds amount withheld, give explanation and request refund below.
3. Attach explanation if column 2 is used.

**ENTER PAYROLL BY QUARTERLY OR MONTHLY TOTALS**

Period	(1) Gross Payroll	(2) Payroll Not Subject to Tax	(3) Payroll Subject to Tax	(4) Tax Due	(5) Tax Paid Per Your Records
January					
February					
March/Qtr-					
1 April					
May					
June/Qtr-2					
July					
August					
September/Qtr-3					
October					
November					
December/Qtr-4					
TOTALS					

TOTAL REMITTANCE MADE

Employer - Explain any differences:

DIFFERENCE \_\_\_\_\_

**VILLAGE OF VALLEY HI EMPLOYER'S RETURN OF TAX WITHELD**

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

	DOLLARS		CENTS
1- Taxable Earnings paid all Employees subject to Village of Valley Hi, Ohio, 1% Income Tax.	\$		
2- Actual Tax withheld in Month/Quarter for village income tax.	\$		
3- Adjustment of tax for prior quarter			
4- Interest			
5- Penalty			
6- 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.

EMPLOYER: \_\_\_\_\_ FOR MONTHS OF \_\_\_\_\_  
DUE ON OR BEFORE \_\_\_\_\_

MAKE CHECK OR MONEY ORDER PAYABLE TO:  
**VILLAGE OF VALEY HI INCOME TAX DEPT.**  
325 North Main Street  
Bellefontaine, OH 43311

EIN No. \_\_\_\_\_

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

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

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