

VILLAGE OF MONROEVILLE
RECONCILIATION OF MONROEVILLE INCOME
TAX WITHHELD FROM WAGES

- 1. Total number of employees as represented by W-2 Forms submitted herewith.....
2. Total MONROEVILLE Income Tax withheld from wages during year as shown by employee's statement (Form W-2).....\$

Mail to: Village of Monroeville
Income Tax Department
PO Box 496
Monroeville, OH 44847
OR
File electronically to:
incometax@monroevilleohio.com

- 3. Total Income Tax withheld during year for MONROEVILLE:
Quarter ending March 31 \$
Quarter ending June 30 \$
Quarter ending September 30 \$
Quarter ending December 31 \$
4. TOTAL.....\$
5. Difference between lines 2 & 4 \$

INSTRUCTIONS

The original of this reconciliation form must be filed with the Income Tax Administrator, Village of Monroeville, Ohio, on or before February 28th unless written request for extension has been made to and granted (in writing) by the Income Tax Administrator. This form MUST be accompanied by copies of employee's statements (Form W-2) showing: (1) name and address of employee; (2) social security number; (3) gross earnings paid before any payroll deductions; (4) amount of MONROEVILLE and other village income tax withheld; and (5) name, address and Federal Identification Number (EIN) of employer. A calculation listing the amounts of Monroeville Income Tax withheld, as Indicated by individual employee's statements, should be attached.

If Line 5 indicates a balance due, the amount thereof should accompany this form. If Line 5 indicates an over payment, a refund request signed by the employer should be made and submitted with this form.