

EMPLOYER MUNICIPAL WITHHOLDING BOOKLET



INCOME TAX DEPARTMENT
141 EAST BROADWAY
PO BOX 514
GRANVILLE, OHIO 43023
granville.oh.us/financetaxpersonnel
(740) 587-2764
(740) 587-0128 (fax)

EMPLOYER'S RETURN OF TAX WITHHELD	DOLLARS	CENTS	
1. Taxable Earnings Paid All Employees Subject To Granville Income Tax			
2. Granville Tax Withheld @ 1.5%			
3. Granville Tax Withheld @ 0.75% (Resident courtesy withholding)			
4. Adjustments of Tax From Prior Reporting			
5. Penalty/Interest			
6. Total Paid (Include Interest & Penalty If Any)			
THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:			
IF TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE MONTH FOLLOWING THE LAST DAY OF EACH CALENDAR QUARTER.			
IF TAXES \$200.00 OR GREATER MONTHLY: 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.			
FOR THE MONTH ENDING:	JANUARY 31, 2	024	
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN ARE TRUE AND CORRECT:			
	REIN ARE TRUE A	ND CORRECT:	
SIGNED	REIN ARE TRUE AI	ND CORRECT:	



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	WIPLOTER 3 RETURN OF TAX WITHHELD	DOLLARS	CENTS
1.	Taxable Earnings Paid All Employees Subject To Granville Income Tax		
2.	Granville Tax Withheld @ 1.5%		
3.	Granville Tax Withheld @ 0.75% (Resident courtesy withholding)		
4.	Adjustments of Tax From Prior Reporting		
5.	Penalty/Interest		
6.	Total Paid (Include Interest & Penalty If Any)		

THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:

IF TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE MONTH FOLLOWING THE LAST DAY OF EACH CALENDAR QUARTER.

IF TAXES \$200.00 OR GREATER MONTHLY:..... 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

OR THE MONTH ENDING:	FEBRUARY 28, 2024
HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED H	EREIN ARE TRUE AND CORRECT:
SIGNED	
DEFICIAL TITLE	



EMPLOYER'S RETURN OF TAX WITHHELD

- 1. Taxable Earnings Paid All Employees Subject To Granville Income Tax
- 2. Granville Tax Withheld @ 1.5%.....
- 3. Granville Tax Withheld @ 0.75% (Resident courtesy withholding)....
- 4. Adjustments of Tax From Prior Reporting
- 5. Penalty/Interest

6.	Total Paid (In	nclude Interest	& Penalty	If Any)	



CENTS

DOLLARS

THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:

IF TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE MONTH FOLLOWING THE LAST DAY OF EACH CALENDAR QUARTER.

IF TAXES \$200.00 OR GREATER MONTHLY:..... 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

FOR THE MONTH ENDING:	MARCH 31, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HI	EREIN ARE TRUE AND CORRECT:
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EMPLOYER'S RETURN OF TAX WITHHELD

OFFICIAL TITLE _

OFFICIAL TITLE __

	Taxable Earnings Paid All Employees Subject To Granville Income Tax	
2.	Granville Tax Withheld @ 1.5%	
3.	Granville Tax Withheld @ 0.75% (Resident courtesy withholding)	

3.	Granville Tax Withheld @ 0.75% (Resident courtesy withholding)	
4.	Adjustments of Tax From Prior Reporting	
5.	Penalty/Interest	
6.	Total Paid (Include Interest & Penalty If Any)	

DOLLARS

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THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:

IF TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE MONTH FOLLOWING THE LAST DAY OF EACH CALENDAR QUARTER.

IF TAXES \$200.00 OR GREATER MONTHLY:..... 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

FOR THE MONTH ENDING:	APRIL 30, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HI	EREIN ARE TRUE AND CORRECT
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EMPLOYER'S RETURN OF TAX WITHHELD

- 1. Taxable Earnings Paid All Employees Subject To Granville Income Tax
- 2. Granville Tax Withheld @ 1.5%
- 3. Granville Tax Withheld @ 0.75% (Resident courtesy withholding)...
- 4. Adjustments of Tax From Prior Reporting
- 5. Penalty/Interest
- 6. Total Paid (Include Interest & Penalty If Any).....

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THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:

IF TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE MONTH FOLLOWING THE LAST DAY OF EACH CALENDAR QUARTER.

IF TAXES \$200.00 OR GREATER MONTHLY:..... 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

FOR THE MONTH ENDING:	MAY 31, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED H	EREIN ARE TRUE AND CORRECT:
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EMPLOYER'S RETURN OF TAX WITHHELD	DOLLARS	CENTS
Taxable Earnings Paid All Employees Subject To Granville Income Tax		
2. Granville Tax Withheld @ 1.5%		
3. Granville Tax Withheld @ 0.75% (Resident courtesy withholding)		
Adjustments of Tax From Prior Reporting		

THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:

5. Penalty/Interest 6. Total Paid (Include Interest & Penalty If Any).....

IF TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE MONTH FOLLOWING THE LAST DAY OF EACH CALENDAR QUARTER.

IF TAXES \$200.00 OR GREATER MONTHLY: 15 DAYS FOLLOWING THE LAST DAY

OI LAGII GALLINDA	AIT MONTH.
FOR THE MONTH ENDING:	JUNE 30, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED H	EREIN ARE TRUE AND CORRECT:
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E	MPLOYER'S RETURN OF TAX WITHHELD	DOLLARS	CENTS
1.	Taxable Earnings Paid All Employees Subject To Granville Income Tax		
2.	Granville Tax Withheld @ 1.5%		
3.	. Granville Tax Withheld @ 0.75% (Resident courtesy withholding)		
4.	Adjustments of Tax From Prior Reporting		
5.	Penalty/Interest		
6.	Total Paid (Include Interest & Penalty If Any)		
THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:			
IF	IF TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE MONTH FOLLOWING THE LAST DAY OF EACH CALENDAR QUARTER.		

IF TAXES \$200.00 OR GREATER MONTHLY: 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH. FOR THE MONTH ENDING: JULY 31, 2024 I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN ARE TRUE AND CORRECT: SIGNED _ OFFICIAL TITLE __



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EMPLOYER'S RETURN OF TAX WITHHELD		DOLLARS	CENTS
1.	Taxable Earnings Paid All Employees Subject To Granville Income Tax		
2.	Granville Tax Withheld @ 1.5%		
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4.	Adjustments of Tax From Prior Reporting		
5.	Penalty/Interest		
6.	Total Paid (Include Interest & Penalty If Any)		

THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:

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IF TAXES \$200.00 OR GREATER MONTHLY: 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

FOR THE MONTH ENDING:	AUGUST 31, 2024
HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED H	EREIN ARE TRUE AND CORRECT:
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EMPLOYER'S RETURN OF TAX WITHHELD

- 1. Taxable Earnings Paid All Employees Subject To Granville Income Tax
- 2. Granville Tax Withheld @ 1.5%.....
- 3. Granville Tax Withheld @ 0.75% (Resident courtesy withholding)....
- 4. Adjustments of Tax From Prior Reporting
- 5. Penalty/Interest
- 6. Total Paid (Include Interest & Penalty If Any).....

DOLLARS	CENTS

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IF TAXES \$200.00 OR GREATER MONTHLY:..... 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

FOR THE MONTH ENDING:	SEPTEMBER 30, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED I	HEREIN ARE TRUE AND CORRECT:
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EMPLOYER'S RETURN OF TAX WITHHELD DOLLARS CENTS

	Taxable Earnings Paid All Employees Subject To Granville Income Tax	
2.	Granville Tax Withheld @ 1.5%	
3.	Granville Tax Withheld @ 0.75% (Resident courtesy withholding)	
ŀ.	Adjustments of Tax From Prior Reporting	
	Penalty/Interest	

THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:

6. Total Paid (Include Interest & Penalty If Any).....

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IF TAXES \$200.00 OR GREATER MONTHLY:..... 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

FOR THE MONTH ENDING:	OCTOBER 31, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED H	EREIN ARE TRUE AND CORRECT:
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- 5. Penalty/Interest
- 6. Total Paid (Include Interest & Penalty If Any).....

DOLLARS

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IF TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE MONTH FOLLOWING THE LAST DAY OF EACH CALENDAR QUARTER.

IF TAXES \$200.00 OR GREATER MONTHLY:..... 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

FOR THE MONTH ENDING:	NOVEMBER 30, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED H	EREIN ARE TRUE AND CORRECT:
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EMPLOYER'S RETURN OF TAX WITHHELD	DOLLARS	CENTS
1. Taxable Earnings Paid All Employees Subject To Granville Income Tax		
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5. Penalty/Interest		

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IF TAXES \$200.00 OR GREATER MONTHLY:..... 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.

FOR THE MONTH ENDING:	DECEMBER 31, 2024
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WITHHOLDING TAX RECONCILIATION

With Forms W-2 Submitted Herewith

LEGIBLE COPIES OF W-2 FORMS MUST ACCOMPANY THIS FORM BY FEB 28

OR PERIOD FROM	ТО

Do Not Remit Payment With This Form; For Reconciliation Purposes Only.

. Total number of employees subject to Granville tax and number of W-2 Forms submitted herewith:	Total Granville income tax withheld from compensation, for the periods of either monthly or quarterly:	
	MONTHLY	QUARTERLY
2. Total amount of Granville Tax	Jan Jul	1st Qtr
Withheld from all employees:\$ 3. Total amount of all wages paid subject to Granville tax:\$	Feb Aug	2nd Qtr
	Mar Sep	
	Apr Oct	3rd Qtr.
	May Nov	4th Qtr
	Jun Dec	\$
	5. Grand Total Remitted	\$
	Items 2 and 5 should be identical, explain	fully any discrepancy.