

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)

EMPLOTER'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)			
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:			
SIGNED			
OFFICIAL TITLE			



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SIGNED _

OFFICIAL TITLE _

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)		
TH	IIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEF	ORE:	
IF	TAXES ARE LESS THAN \$200.00 MONTHLY: LAST DAY OF THE LAST DAY OF EAC		
IF	TAXES \$200.00 OR GREATER MONTHLY: 15 DAYS FOLLOW OF EACH CALEND		Y

FOR THE MONTH ENDING: FEBRUARY 28, 2024

I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN ARE TRUE AND CORRECT:



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)		

6. Total Paid (Include Interest & Penalty If Any)..... THIS RETURN MUST BE FILED AND THE TAXES PAID ON OR BEFORE:

4. Adjustments of Tax From Prior Reporting 5. Penalty/Interest

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 CONTAIN	IED HEREIN 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%				
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5. Penalty/Interest					
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IF	IF TAXES \$200.00 OR GREATER MONTHLY: 15 DAYS FOLLOWING THE LAST DAY OF EACH CALENDAR MONTH.				
FC	R THE MONTH ENDING:		APRIL 30, 2024		
ΙH	I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED HEREIN ARE TRUE AND CORRECT				
SIC	SIGNED				



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E	MPLOYER'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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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:	MAY 31, 2024
HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED H	IEREIN ARE TRUE AND CORRECT:
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DFFICIAL 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

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

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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:	JUNE 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
- 2. Granville Tax Withheld @ 1.5%.....

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- 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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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:

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- 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).....

Tax	

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:	AUGUST 31, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED I	HEREIN ARE TRUE AND CORRECT:

OFFICIAL TITLE __

SIGNED



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:

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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	HEREIN 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 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:	OCTOBER 31, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED H	EREIN ARE TRUE AND CORRECT:
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- 1. Taxable Earnings Paid All Employees Subject To Granville Income Ta
- 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).....

ax	

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:	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		
2. Granville Tax Withheld @ 1.5%		
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4. Adjustments of Tax From Prior Reporting		
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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 OF EACH CALENDAR MONTH.

OF EACH CALEND	AN MONTH.
FOR THE MONTH ENDING:	DECEMBER 31, 2024
I HEREBY CERTIFY THAT THE INFORMATION AND STATEMENTS CONTAINED I	HEREIN ARE TRUE AND CORRECT:
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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

-OK PEKIOD FROM	/1	10	

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

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