Dear Employer:

This is your 2016 Employer's Monthly Return of Tax Withheld package. Included are all 12 monthly forms for your convenience. The monthly forms are due as so indicated. We have also included the Employer Reconciliation of Income Tax Withheld for 2016.

If you have any questions regarding your withholding forms, please contact the Village of Wayne Income Tax Department at 125 Schoolhouse St., Wayne, OH 43466. If you wish to contact by telephone, our number is (419) 288-3075.

Sincerely,

INCOME TAX ADMINISTRATOR

PLEASE NOTE: OUR ADDRESS WAS CHANGED TO: 125 SCHOOLHOUSE ST., WAYNE, OH 43466

1.	Taxable Earnings paid all Employees	DOLLARS	CENTS	I hereby certify that the information and statements
	subject to Village of Wayne Income Tax1.			contained herein are true and correct.
	Is this a courtesy withholding? ☐ YES			
	Is this a final return? ☐ YES ☐ NO			(Signed)
	If yes, attach explanation			(Official Title) Date
2.	Actual Tax Withheld in Village of Wayne			Federal ID no.
3.	Adjustment of Tax for prior month			THE DETURN WHAT DE DESCRIPTION OF
4.	Penalty (\$5.00 per month)4.			THIS RETURN MUST BE <u>RECEIVED</u> ON OR BEFORE THE DUE DATE SHOWN BELOW
5.	Interest (1% per month)			MAKE CHECK OR MONEY ORDER PAYABLE TO
6.	Total – (Lines 2-5)			WAYNE TAX DEPARTMENT
NA	ME AND ADDRESS	FOR THE PERIO	D ENDING	MAIL TO:
		JANUARY 31, 2		VILLAGE OF WAYNE INCOME TAX DEPARTMENT
		MUST BE RECE	IVED BY	125 SCHOOLHOUSE ST., PO BOX 39
		FEBRUARY 15,		WAYNE, OH 43466
				TELEPHONE (419) 288-3075
No	tify the Income Tax Department promptly of any change in Ownership, Nam	e or Address.		If receipt is desired, submit additional copy an enclose self-addressed, stamped envelope.
	tify the Income Tax Department promptly of any change in Ownership, Nam		D □ A	
VII	LLAGE OF WAYNE EMPLOYER'S MONTHLY RETURN OF T		D	enclose self-addressed, stamped envelope.
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VI	Taxable Earnings paid all Employees subject to Village of Wayne Income Tax	AX WITHHEL		MENDED RETURN WITH PAYMENT I hereby certify that the information and statements contained herein are true and correct.
 VII 1.	Taxable Earnings paid all Employees subject to Village of Wayne Income Tax	AX WITHHEL		enclose self-addressed, stamped envelope. MENDED RETURN WITH PAYMENT I hereby certify that the information and statements contained herein are true and correct. (Signed)
VI I	Taxable Earnings paid all Employees subject to Village of Wayne Income Tax	AX WITHHEL		enclose self-addressed, stamped envelope. MENDED RETURN WITH PAYMENT I hereby certify that the information and statements contained herein are true and correct. (Signed)
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Taxable Earnings paid all Employees	DOLLARS	CENTS	I hereby certify that the information and statements
subject to Village of Wayne Income Tax			contained herein are true and correct.
ls this a courtesy withholding? ☐ YES			
ls this a final return? ☐ YES ☐ NO			(Signed)
If yes, attach explanation			(Official Title) Date
Actual Tax Withheld in Village of Wayne			Federal ID no.
3. Adjustment of Tax for prior month			reactarily flo.
4. Penalty (\$5.00 per month)			THIS RETURN MUST BE RECEIVED ON OR
5. Interest (1% per month)			BEFORE THE DUE DATE SHOWN BELOW
6. Total – (Lines 2-5)			MAKE CHECK OR MONEY ORDER PAYABLE TO WAYNE TAX DEPARTMENT
NAME AND ADDRESS			MAIL TO:
VAIVIE AND ADDITESS	FOR THE PERIOR		VILLAGE OF WAYNE
			INCOME TAX DEPARTMENT 125 SCHOOLHOUSE ST., PO BOX 39
	MUST BE RECEI	VEDBY	WAYNE, OH 43466
			TELEPHONE (419) 288-3075
Notify the Income Tax Department promptly of any change in Ownership, Nam	o or Address		If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.
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VILLAGE OF WAYNE EMPLOYER'S MONTHLY RETURN OF TA	AX WITHHEL	D	MENDED RETURN WITH PAYMENT
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subject to Village of Wayne Income Tax1.			contained herein are true and correct.
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Is this a final return? ☐ YES ☐ NO			(Signed)
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			MAKE CHECK OR MONEY ORDER PAYABLE TO WAYNE TAX DEPARTMENT
6. Total – (Lines 2-5)			MAIL TO:
NAME AND ADDRESS	FOR THE PERIO	DENDING	VILLAGE OF WAYNE
	APRIL 30, 2016		INCOME TAX DEPARTMENT
	MUST BE RECEI	VED BY	125 SCHOOLHOUSE ST., PO BOX 39 WAYNE, OH 43466
	WAT 13, 2010		TELEPHONE (419) 288-3075
			If receipt is desired, submit additional copy and
Notify the Income Tax Department promptly of any change in Ownership, Nam	e or Address.		enclose self-addressed, stamped envelope.
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subject to Village of Wayne Income Tax			
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4. Penalty (\$5.00 per month)			BEFORE THE DUE DATE SHOWN BELOW
5. Interest (1% per month)			MAKE CHECK OR MONEY ORDER PAYABLE TO
6. Total – (Lines 2-5)			WAYNE TAX DEPARTMENT
NAME AND ADDRESS	FOR THE PERIO JUNE 30, 2016 MUST BE RECE JULY 15, 2016		MAIL TO: VILLAGE OF WAYNE INCOME TAX DEPARTMENT 125 SCHOOLHOUSE ST., PO BOX 39 WAYNE, OH 43466
	JULY 15, 2016		TELEPHONE (419) 288-3075
			If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.
Notify the Income Tax Department promptly of any change in Ownership, Nar	ne or Address.		enciose seir-addressed, stamped envelope.
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			contained herein are true and correct.
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If yes, attach explanation			
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3. Adjustment of Tax for prior month			THIS RETURN MUST BE RECEIVED ON OR
4. Penalty (\$5.00 per month)			BEFORE THE DUE DATE SHOWN BELOW
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6. Total – (Lines 2-5)			WAYNE TAX DEPARTMENT
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	JULY 31, 2016		INCOME TAX DEPARTMENT
	MUST BE RECE AUGUST 15, 20		125 SCHOOLHOUSE ST., PO BOX 39 WAYNE, OH 43466 TELEPHONE (419) 288-3075
			If receipt is desired, submit additional copy and
Notify the Income Tax Department promptly of any change in Ownership, Nar	ne or Address.		enclose self-addressed, stamped envelope.
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Is this a final return? ☐ YES ☐ NO			(Signed)
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5. Interest (1% per month)			MAKE CHECK OR MONEY ORDER PAYABLE TO
6. Total – (Lines 2-5)			WAYNE TAX DEPARTMENT
NAME AND ADDRESS	FOR THE PERIO		MAIL TO: VILLAGE OF WAYNE
			INCOME TAX DEPARTMENT 125 SCHOOLHOUSE ST., PO BOX 39
	MUST BE RECE SEPTEMBER 15		WAYNE, OH 43466 TELEPHONE (419) 288-3075

Taxable Earnings paid all Employees	DOLLARS	CENTS	I hereby certify that the information and statements
subject to Village of Wayne Income Tax			contained herein are true and correct.
Is this a courtesy withholding? YES			
Is this a final return? YES NO			(Signed)
If yes, attach explanation			(Official Title) Date
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	MUST BE RECEI		INCOME TAX DEPARTMENT 125 SCHOOLHOUSE ST., PO BOX 39
	OCTOBER 15, 2		WAYNE, OH 43466
			TELEPHONE (419) 288-3075
Notify the Income Tax Department promptly of any change in Ownership, Nan	ne or Address.		If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.
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VILLAGE OF WAYNE EMPLOYER'S MONTHLY RETURN OF T	1		MENDED RETURN WITH PAYMENT
Taxable Earnings paid all Employees	DOLLARS	CENTS	I hereby certify that the information and statements
subject to Village of Wayne Income Tax1.			contained herein are true and correct.
Is this a courtesy withholding? ☐ YES			(Signed)
Is this a final return? ☐ YES ☐ NO			
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3. Adjustment of Tax for prior month			THIS RETURN MUST BE <u>RECEIVED</u> ON OR
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6. Total – (Lines 2-5)			WAYNE TAX DEPARTMENT
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	OCTOBER 31, 2	016	VILLAGE OF WAYNE INCOME TAX DEPARTMENT
	MUST BE RECEI	VED BY	125 SCHOOLHOUSE ST., PO BOX 39
	NOVEMBER 15,	2016	WAYNE, OH 43466 TELEPHONE (419) 288-3075
			If receipt is desired, submit additional copy and
Notify the Income Tax Department promptly of any change in Ownership, Nan	ne or Address.		enclose self-addressed, stamped envelope.
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Is this a courtesy withholding? ☐ YES			(Signed)
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	MUST BE RECEI		INCOME TAX DEPARTMENT 125 SCHOOLHOUSE ST., PO BOX 39
	DECEMBER 15,		WAYNE, OH 43466 TELEPHONE (419) 288-3075

If receipt is desired, submit additional copy and enclose self-addressed, stamped envelope.

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		JANUARY 15, 2		WAYNE	E, OH 43466
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