## Dear Employer:

This is your 2024 Employer's Quarterly Return of Tax Withheld package. Included are all four quarterly forms for your convenience. The quarterly forms are due as so indicated. We have also included the Employer Reconciliation of Income Tax Withheld for 2024.

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) 288-2288.

Sincerely,

INCOME TAX ADMINISTRATOR

PLEASE NOTE: OUR ADDRESS WAS CHANGED TO: 125 SCHOOLHOUSE ST., PO BOX 39 WAYNE, OH 43466

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

		1		
Taxable Earnings paid all Employees	DOLLARS	CENTS	I hereby certif	y that the information and statements
subject to Village of Wayne Income Tax1	.		contained her	ein 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 Wayne2			Federal ID no	
3. Adjustment of Tax for prior quarter				
4. Penalty (\$25.00 per month) 4				TURN MUST BE <u>RECEIVED</u> ON OR E THE DUE DATE SHOWN BELOW
5. Interest (6% per month) 5				ECK OR MONEY ORDER PAYABLE T
6. Total – (Lines 2-5)				WAYNE TAX DEPARTMENT
NAME AND ADDRESS	FOR THE PERIO MARCH 31, 202 MUST BE RECE APRIL 30, 2024	4	MAIL TO: VILLAGE OF WAYNE INCOME TAX DEPARTMENT 125 SCHOOLHOUSE ST., PO BOX 39 WAYNE, OH 43466 TELEPHONE (419) 288-2288	
Notify the Income Tax Department promptly of any change in Ownership, Na	me or Address.			
	F TAX WITHH			s desired, submit additional copy a self-addressed, stamped envelope
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If yes, attach explanation	)			(Official Title)	Date
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Adjustment of Tax for prior quarter				Federal ID no.	
4. Penalty (\$25.00 per month)					TURN MUST BE RECEIVED ON
5. Interest (6% per month)				1	THE DUE DATE SHOWN BELC
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6. Total – (Lines 2-5)		FOR THE PERIOD ENDING SEPTEMBER 30, 2024  MUST BE RECEIVED BY OCTOBER 31, 2024		MAIL TO: VILLAGE OF WAYNE INCOME TAX DEPARTMENT 125 SCHOOLHOUSE ST., PO BOX 39 WAYNE, OH 43466 TELEPHONE (419) 288-2288	
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6. Total – (Lines 2-5)			2024	] \	VAYNE TAX DEPARTMENT  MAIL TO:  VILLAGE OF WAYNE  ICOME TAX DEPARTMENT  CHOOLHOUSE ST., PO BOX 38
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