

**FORM
17**

REGIONAL INCOME TAX AGENCY
Reconciliation of Return of Income Tax Withheld



① For the year ending:

③ Total Number of W-2s Enclosed:

Due on or before February 28th of the following year

Total number of employees working in a R.I.T.A. member municipality at year end:

Fed. ID #:

Name:

Address #: Suite:

Street Name:

City:

State: Zip:

Period	② Wages Subject to Workplace Tax	Workplace Tax Withheld	Residence Tax Withheld
January	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
February	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
March	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
April	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
May	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
June	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
July	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
August	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
September	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
October	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
November	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
December	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Total	④ \$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

Totals must be distributed by municipality on back of this form.

(If additional space is needed, attach a separate schedule)



PHONE: CLEVELAND LOCAL (440) 526-0900
COLUMBUS LOCAL (614) 538-0512

TDD (440) 526-5332
TOLL FREE 1-800-860-RITA
OBTAIN FORMS AT www.ritaohio.com

⑤

Municipality Number of Employees at year end

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Workplace Wages Workplace Tax Residence Tax

\$	\$	\$
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Municipality Number of Employees at year end

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Workplace Wages Workplace Tax Residence Tax

\$	\$	\$
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Municipality Number of Employees at year end

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Workplace Wages Workplace Tax Residence Tax

\$	\$	\$
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Municipality Number of Employees at year end

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Workplace Wages Workplace Tax Residence Tax

\$	\$	\$
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Municipality Number of Employees at year end

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Workplace Wages Workplace Tax Residence Tax

\$	\$	\$
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Municipality Number of Employees at year end

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Workplace Wages Workplace Tax Residence Tax

\$	\$	\$
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⑥

TOTAL: Must equal totals from front side of form.

Workplace Wages	Workplace Tax	Residence Tax	Number of Employees at year end
\$	\$	\$	

I have examined this return, and to the best of my knowledge it is correct.

⑦

Signature	Title	Date

Phone:

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Remit to: REGIONAL INCOME TAX AGENCY - P.O. BOX 477900
BROADVIEW HEIGHTS, OHIO 44147-7900



17F04B



Remit to: REGIONAL INCOME TAX AGENCY - PO BOX 477900 BROADVIEW HEIGHTS, OHIO 44147-7900

**FORM 17 - RECONCILIATION OF RETURNS
and
W-2 Transmittal**

A reconciliation of returns is required to be filed on or before the last day of February following the calendar year in which employee withholding deductions have been made by an employer. For assistance call (440) 526-0900 - Cleveland local; (614) 538-0512 - Columbus local; or 1-800-860-RITA - Toll free within Ohio. For TDD assistance call (440) 526-5332. Our website is www.ritaohio.com.

1. Print the company's federal employer identification number, name and address in the proper area. If this information is preprinted, check for accuracy. Draw a line through any incorrect information and print the correct information above or below it.
2. List the amount of wages paid subject to the workplace tax and the amount of workplace tax withheld for each period a Form 11 was filed. List the amount of residence tax withheld, if any, for each period a Form 11 was filed.
3. List the number of W-2's attached and list the number of employees working at year end for which municipal income tax has been withheld in the boxes provided in section 3. Distribute the number of employees to each municipality where the employees worked in section 5.
4. Total the workplace wages paid, workplace tax, and residence tax withheld. These amounts must be distributed on the back side of Form 17.
5. Distribute totals to each municipality where the wages were earned and the workplace or residence tax was withheld.
6. Total all distributions. **THE TOTAL OF ALL TAXABLE WAGES PAID, WORKPLACE TAX WITHHELD, AND RESIDENCE TAX WITHHELD MUST EQUAL THE TOTAL TAXABLE WAGES PAID, TOTAL WORKPLACE TAX WITHHELD, AND TOTAL RESIDENCE TAX WITHHELD SHOWN ON THE FRONT SIDE OF THE FORM 17.**
7. Distribute the total number of employees at year end for each municipality.
8. Sign and date the form. Please provide a phone number where you can be reached if any questions arise.

DO NOT REMIT PAYMENT WITH THIS FORM. IF YOU ARE ADJUSTING A PERIOD(S) YOU MUST FILE A FORM 11A (AMENDED EMPLOYERS MUNICIPAL TAX WITHHOLDING STATEMENT). SEE FORM 11A FOR INSTRUCTIONS.

Along with Form 17, one of the following must be submitted:

- Copies of W-2's
- Upon written request made to the Tax Administrator on or before the due date-
 - Computer paper listing which must contain the following information from each W-2 (in this order) social security number, municipality for which local income tax was withheld, amount of local income tax withheld, gross amount of taxable compensation paid, employee's name (last, first, middle), and employee's last known address; or,
 - W-2 Copy 1 for state, city or local tax departments.
- Employers with 250 or more W-2 Copy A or 1099-Misc. forms must report on Magnetic Media using (MMREF-1) Format and Guidelines prescribed by the Social Security Administration and Internal Revenue Service.
 - MMREF-1 Guidelines can be printed using Social Security Administration Internet Page found under www.ssa.gov/employer.
 - 1099-Misc. Form Guidelines can be found and printed by using Internet Page www.irs.gov/forms-pubs/findfiles.html using Keyword pub 1220.
 - RITA guidelines for the RS Record (CITY AND STATE) found within the SSA MMREF-1 Guidelines, can be found and printed by using Internet Page www.ritaohio.com and clicking on MAGNETIC REPORTING OF W-2's BY EMPLOYERS.
 - Any exceptions such as computer or typewriter listings of municipality wage and tax information, in lieu of the standard W-2 Form, or Paper W-2 reporting for more than 250 employees, must receive prior permission from the RITA Director of Taxation or the Tax Administrator where the business is located, before submission of such lists or forms.
 - Please do not password protect magnetic media files sent to RITA.

All of the above must contain the federal employer identification number, the company name and the address.

NOTE: AVON LAKE, BEDFORD HEIGHTS, MILAN, SAINT PARIS, SUNBURY AND WILLOWICK EMPLOYERS:

Employees required under Internal Revenue Code to furnish forms 1099 to the Internal Revenue Service for individuals or businesses to whom they have paid non-employee compensation must also furnish copies of these 1099's to RITA. Submit along with W-2's.

Future Changes

- Tax Year 2004 is the last year we will accept tape or cartridge submissions.
- Tax Year 2005 is the last year we will accept diskette submissions.

2004 WITHHOLDING TAX TABLE

<u>CODE</u>	<u>MUNICIPALITY</u>	<u>RATE</u>	<u>CODE</u>	<u>MUNICIPALITY</u>	<u>RATE</u>
013	ARLINGTON HEIGHTS	2.10	528	MOUNT STERLING	1.00
006	ASHVILLE	0.50	535	NEW ALBANY	2.00
010	AURORA	2.00	504	NEW BLOOMINGTON	1.00
020	AVON	1.50	540	NEWBURGH HEIGHTS	2.00
021	AVON LAKE	1.50	561	NEWTOWN	1.00
040	BAY VILLAGE	1.50	549	NORTH LEWISBURG	1.00
050	BEACHWOOD	1.50	550	NORTH OLMSTED	2.00
051	BEACHWOOD EAST JEDD	1.50	570	NORTH ROYALTON	1.00
052	BEACHWOOD WEST JEDD	1.50	580	OAKWOOD VILLAGE	2.00
065	BEDFORD HEIGHTS	2.00	585	OBERLIN	1.90
090	BENTLEYVILLE	1.00	590	OLMSTED FALLS	1.50
100	BEREA	2.00	589	OLMSTED JEDD	1.50
104	BEXLEY	2.00	600	ORANGE VILLAGE	2.00
110	BOSTON HEIGHTS	1.50	601	ORANGE-CHAGRIN- HIGHLANDS JEDD	2.00
130	BRECKSVILLE	2.00	606	OTTAWA	1.00
140	BROADVIEW HEIGHTS	2.00	650	PEPPER PIKE	1.00
160	BROOKLYN HEIGHTS	2.00	640	PLAIN CITY	1.00
167	* CAMPBELL	2.50	635	PLYMOUTH	0.50
195	* CECIL	1.00	648	POWELL	0.75
192	CEDARVILLE	1.00	660	REMINDERVILLE	1.50
194	CENTERBURG	1.00	661	REMINDERVILLE / TWINSBURG TOWNSHIP JEDD	1.50
180	CHAGRIN FALLS	1.50	662	REYNOLDSBURG	1.50
190	CIRCLEVILLE	1.50	670	RICHMOND HEIGHTS	2.00
193	* CLAYTON	1.50	671	* RICHWOOD	1.00
250	CUYAHOGA HEIGHTS	2.00	669	RIDGEWAY	0.50
270	EAST CLEVELAND	2.00	680	RIVERSIDE	1.50
277	ELYRIA	1.75	704	* SABINA	0.50
282	ELYRIA TOWNSHIP / CITY OF ELYRIA JEDD	1.75	707	SAINT PARIS	1.00
291	FAIRPORT HARBOR	2.00	712	SALINEVILLE	1.00
300	FAIRVIEW PARK	1.50	710	SANDUSKY	1.00
304	FORT JENNINGS	1.00	720	SEVEN HILLS	2.00
310	* FREMONT	1.50	750	SHAKER HEIGHTS	1.75
319	GALENA	1.00	749	SHAWNEE HILLS	2.00
320	GARFIELD HEIGHTS	2.00	751	SHEFFIELD LAKE	1.25
347	GLENWILLOW	2.00	752	SHEFFIELD VILLAGE	1.50
357	GRANDVIEW HEIGHTS	2.00	748	* SHERWOOD	1.00
358	* GROVE CITY	2.00	756	SILVER LAKE	2.00
364	* HASKINS	1.00	770	SOUTH EUCLID	1.50
370	HIGHLAND HEIGHTS	1.50	769	SOUTH SOLON	1.00
378	* HUDSON	1.00	776	STEUBENVILLE	2.00
390	INDEPENDENCE	2.00	775	STREETSBORO	1.00
377	* JEWETT	1.00	780	STRONGSVILLE	2.00
394	KIRTLAND	2.00	779	SUNBURY	1.00
398	LAGRANGE	1.50	792	TORONTO	1.50
401	LAKEMORE	2.00	800	UNIVERSITY HEIGHTS	1.50
400	LAKEWOOD	1.50	802	UPPER ARLINGTON	2.00
426	LOCKLAND	2.10	806	URBANCREST	2.00
440	LYNDHURST	1.50	810	VALLEY VIEW	2.00
450	* MACEDONIA	2.00	815	VERMILION	1.00
451	* MACEDONIA / NORTHFIELD CENTER TWP. JEDD	2.00	821	WAKEMAN	1.00
454	MAINEVILLE	1.00	820	WALTON HILLS	2.00
460	MAPLE HEIGHTS	2.00	834	WELLSTON	0.75
466	MARTINS FERRY	0.75	839	* WELLSVILLE	1.00
480	MAYFIELD HEIGHTS	1.00	840	WESTLAKE	1.50
485	MAYFIELD VILLAGE	1.50	890	WILLOWICK	2.00
500	MIDDLEBURG HEIGHTS	1.75	894	WINTERSVILLE	1.00
505	MILAN	0.50	900	WOODMERE	2.00
507	MILFORD CENTER	1.00	904	* WORTHINGTON	2.00
515	MOGADORE	2.00	906	YELLOW SPRINGS	1.50
520	MORELAND HILLS	1.00			

*CAMPBELL NEW MEMBER AS OF 1-1-05
 *CECIL NEW MEMBER & NEW TAX AS OF 1-1-04
 *CLAYTON NEW MEMBER & NEW TAX AS OF 1-1-04
 *FREMONT NEW MEMBER AS OF 1-1-05
 *GROVE CITY NEW MEMBER AS OF 7-1-04
 *HASKINS NEW MEMBER AS OF 1-1-04
 *HUDSON TAX RATE CHANGE FROM
 1.00% TO 2.00% AS OF 1-1-05
 *JEWETT NEW MEMBER AS OF 1-1-05

*MACEDONIA NEW MEMBER AS OF 10-1-04
 *MACEDONIA / NORTHFIELD CENTER TWP. **JEDD**
 NEW MEMBER AS OF 10-1-04
 *RICHWOOD TAX RATE CHANGE FROM
 0.50% TO 1.00% AS OF 1-1-04
 *SABINA NEW MEMBER & NEW TAX AS OF 5-27-04
 *SHERWOOD NEW MEMBER & NEW TAX AS OF 7-1-04
 *WELLSVILLE NEW MEMBER AS OF 2-1-04
 *WORTHINGTON TAX RATE CHANGE FROM
 1.65% TO 2.00% AS OF 1-1-04