

RITA's Drop-Off Service for municipal tax returns

Brecksville

10107 Brecksville Road
Brecksville, Ohio 44147

Cleveland Heights*

40 Severance Circle
Cleveland Heights, Ohio 44118

*Located outside of City Hall, next to
the utility payment drop box

Worthington

760 Lakeview Plaza Blvd
Suite 400
Worthington, Ohio 43085

Xenia*

Xenia City Administration Bldg
107 E. Main Street
Xenia, Ohio

*Located behind City Admin Bldg, next
to the utility payment drop box

Youngstown

2761 Salt Springs Road
Youngstown, Ohio 44509



How to Use RITA's Drop Boxes:

1. Drop off your completed return or, if you prefer, we will complete your tax return for you.
 - a. Bundle your tax support documents together.
 - b. Fill out the [Municipal Income Tax Drop-Off Sheet](#) to provide general information that will help us to complete your return.
2. Place your tax documents in an envelope and head to one of the RITA locations listed above.
3. You will receive a letter from us, confirming receipt of your documents.