

2009 Income Tax Return

Sharonville, Ohio

Tax Office Phone 513-563-1169 / Fax 513-588-3969

www.sharonville.org

Filing required even if no tax due

Office Use Only

File with and make checks payable to: City of Sharonville Tax 11641 Chester Road Sharonville, OH 45246-2803

Due on or before 4/15/2010 Interest and a minimum penalty of \$25.00 will apply for the late filing of the required return

If taxpayer and spouse are fully retired and without taxable income, place an x in this box [] , provide date(s) retired & a copy of page one of applicable Federal Form 1040. Sign, date, and return this form by the due date.

Name of current employer Address: Street City Telephone:

Name and address of taxpayer(s) Telephone: Home Business Social Security No. Taxpayer Spouse

Part year resident? Date moved in: Date moved out:

Table with 3 columns: Description, Amount, and Office Use Only. Rows include: 1. Qualifying wages, 2. Other taxable income or deductions, 3. Taxable income, 4. Sharonville tax, 5. Credits (A-E), 6A. Balance due, 6B. Penalty and interest, 7A. Overpayment, 7B. Overpayment to be refunded.

No additional taxes or refunds of less than one dollar (\$1.00) shall be collected or refunded. By law, all refunds & credits in excess of \$10.00 are reported to the IRS.

Declaration of Estimated Tax for Year 2010 - See requirements on Page 2, Lines 8 through 11

Table with 3 columns: Description, Amount, and Office Use Only. Rows include: 8. Total income subject to tax, 9. Less expected tax credits (A-C), 10A. Net tax due for 2010, 10B. Overpayment credited from prior year, 11. Amount due with this declaration, 12. Total of this payment.

Include Check or Money Order Payable To City of Sharonville Tax

I certify that I have examined this return (including accompanying schedules and statements) and to the best of my knowledge and belief it is true, correct and complete. If prepared by a person other than taxpayer the declaration is based on all information of which preparer has any knowledge.

Signature of Person Preparing if Other Than Taxpayer Date Signature of Taxpayer (Required) Date

Printed Name of Person Preparing if Other Than Taxpayer May we discuss this return with the preparer shown to the left? Yes [] No []

Address and Telephone Number Signature of Taxpayer (Required) Date

To be completed by those who have taxable income other than wages or who claim expenses as a deduction from such wages

	Office Use Only
13. Income not reported on W-2 form: Attach 1099 or federal forms/schedules - see Page 2, Line 13 Instructions \$ _____	
14. Net profit (loss) from profession and / or business operation(s): Attach Federal Schedule C \$ _____	
15. Net profit (loss) from rents, partnership(s), farming, etc.: Attach Federal Schedule(s) E, F, K-1. . \$ _____	
16. Total net profit (loss) from business activities: Line 14 plus Line 15 \$ _____	
17. Business loss total from previous tax returns: Limited to three (3) prior years \$ (_____)	
18A. Subtract Line 17 from Line 16: If result is a loss, enter the amount to be carried forward \$ (_____) Note: Losses from business activities may not be used as a deduction from wages or other compensation	
18B. If the calculation on Line 18A (Line 16 minus Line 17) results in a gain, enter the amount on this line \$ _____	
19. Deductions and non-taxable income: See Page 2, Lines 19A & 19B instructions	
A. Deductible expenses: Attach Federal Schedule(s) 2106 and/or 3903 \$ _____ Note: Supporting documentation must be included for federal schedule(s)	
B. Non-taxable income: _____ \$ _____	
C. Total deductions and / or non-taxable income: Line 19A plus Line 19B \$ (_____)	
20. Total other taxable income or deductions: Line 13 <u>plus</u> Line 18B <u>minus</u> Line 19C (also enter this total on Page 1, Line 2) \$ _____	

INSTRUCTIONS

All Sharonville residents are required by City ordinance to file a City of Sharonville tax return each year, on or before April 15th, whether or not tax is due. All non-residents with income taxable to the City of Sharonville that is not fully withheld by an employer are also required to file a Sharonville tax return.

TAXABLE INCOME includes but is not limited to: qualifying wages, tips, commissions and other compensation including sick pay, vacation pay, employer paid premiums for group term life insurance, supplemental unemployment benefits paid by the employer (SUB PAY), severance pay, settlements, income from wage continuation plans (includes retirement incentive plans and buyouts), contributions made by or on behalf of employees to non-qualified or qualified deferred compensation plans (e.g. 401K plans), bonuses, directors fees, fringe benefits (e.g. car allowance), short-term disability if received as a benefit from employment (includes third party plans), stock options as indicated by amount on W-2, gambling winnings as reported on Form W-2G, Form 5754 and/or Form 1040 Line 21 and net profits from profession and/or business operations, rental property, partnerships, enterprise or other business activity.

NON-TAXABLE INCOME that should not be added to nor deducted from taxable income on Page 1, Lines 1 and 2 includes: interest, dividends, military pay and allowances, Social Security benefits, welfare benefits, unemployment insurance benefits, workers' compensation, proceeds from qualified IRS defined retirement plans, capital gains, royalties (if derived from intangible property), alimony, and income specifically prohibited from taxation.

LINE 1. Enter total qualifying wages from all W-2 forms for the tax year including gambling winnings, if applicable. Usually the amounts in the Medicare wage box of the W-2 are the qualifying wages. Qualifying wages for the municipality includes wages defined in Section 3121(a) of the IRS Code plus any amount not included in wages because the employee was employed by an employer prior to April 12, 1986. Income taxable by the city may differ from income taxed by the IRS. **ATTACH ALL W-2 FORMS, FORM 5754 AND PAGE ONE OF THE APPLICABLE FEDERAL FORM (E.G. 1040, 1040A, 1040EZ).**

LINE 2. List the grand total of all other taxable income. **ATTACH FEDERAL FORMS/SCHEDULES FOR INCOME ON LINES 12, 17, 18 AND 21 OF FEDERAL FORM 1040 (E.G. FORM 1099 AS WELL AS SCHEDULES C, E, F AND K-1), IF APPLICABLE.**

LINE 5C. Credit for taxes withheld/paid to other municipalities is available only to residents of the City of Sharonville and is limited to 1.5% of the amount of taxable income on which tax was withheld. If the municipality of employment taxes only a portion of a Sharonville resident's income, the untaxed balance of the taxable income is subject to the 1.5% City of Sharonville tax. Compute the tax credit for each W-2. Insert the total of those tax credits on Line 5C. **If taxes are paid directly to another municipality rather than withheld, verification must accompany this return.** **NO CREDIT IS GIVEN FOR COUNTY TAXES PAID.**

LINE 6A. If the BALANCE DUE is one dollar (\$1.00) or more, full payment must be received on or before the due date.

LINE 6B. Any tax remaining unpaid after the date due is subject to interest of forty-two hundredths of one percent (0.42%) per month or fraction thereof and is subject to penalty charges of the higher of twenty-five dollars (\$25.00) or one percent (1%) per month or fraction thereof as prescribed by ordinance.

LINES 8 through 11 must be completed and estimated taxes paid by every taxpayer who may reasonably expect the following: taxable income where the tax is not or will not be withheld by the employer(s), gambling winnings, or engagement in any business, profession, enterprise or other activity. Taxpayers not meeting the payment requirements are subject to ordinance prescribed interest and penalty. **SEE PAYMENT CALENDAR BELOW.**

LINE 13. Enter income listed on Form 1099 or other federal forms/schedules.

LINE 19A. Enter employment expenses included in Line 1. Applicable on same percentage basis as wages allocated and tax paid to City of Sharonville. Be sure to attach supporting documentation along with Federal Form 2106. Moving expense deduction may not be used unless reimbursement is included in Line 1. **ATTACH FEDERAL FORM 3903.**

LINE 19B. Income may be pro-rated for residents who move into or out of the City of Sharonville during the year for which this return is filed. It is also necessary to pro-rate any credit claimed for municipal tax withheld or paid.

EXTENSION POLICY: Extension requests for filing must be made in writing and received on or before the date due for filing the return. The extension, if granted, only extends the filing date of the return. Payment is due on or before April 15, 2010.

NOTE: Unless accompanied by payment of the balance of the 2009 tax declared due (Line 6C) and at least 1/4 of the estimated tax due for 2010 (Line 11), this form is not a legal final return or declaration.

TAX RETURN FILING AND PAYMENT CALENDAR

**ON OR BEFORE
APRIL 15, 2010
FILE 2009 TAX RETURN
PAY ANY TAX DUE PLUS
1/4 2010 TAX ESTIMATE**

**ON OR BEFORE
JULY 31, 2010
PAY 2ND QUARTER
2010 TAX ESTIMATE**

**ON OR BEFORE
OCTOBER 31, 2010
PAY 3RD QUARTER
2010 TAX ESTIMATE**

**ON OR BEFORE
JANUARY 31, 2011
PAY 4TH QUARTER
2010 TAX ESTIMATE**

**ON OR BEFORE
APRIL 15, 2011
FILE 2010 TAX RETURN
PAY ANY TAX DUE PLUS
1/4 2011 TAX ESTIMATE**