

City of Norwalk

P.O. Box 440 • Norwalk, OH 44857
Ph.: 419.663.6720 • Fax: 419.663.6795
www.norwalkoh.com

BUSINESS INCOME TAX REGISTRATION

Due Date: _____

Norwalk Account Number: _____

Please complete this income tax questionnaire and return it to our office by the due date stated above. You may mail or fax your completed questionnaire to our office. Forms and additional information may be obtained by visiting our website. **Please note: If you are a sole proprietor or a single-member LLC, you will need to fill out our Individual Income Tax Questionnaire in lieu of this form.**

1. Type of Organization: _____ Partnership _____ Corporation _____ S-Corporation _____ Nonprofit _____ LLC
If LLC, please indicate how you will be filing: _____ Corporation _____ S-Corporation _____ Partnership
2. Business Name _____ Federal ID # _____
3. Nature of Business or Trade _____ Telephone _____
4. Local Business Address _____
5. Mailing Address (If different from above address) _____
6. Email Address _____
7. Date activity started in City of Norwalk ____/____/____ Date activity terminated in City of Norwalk ____/____/____
Accounting Period: Calendar Year _____ or Fiscal Year Ending ____/____/____
8. Do you have employees working in the City of Norwalk? _____ No _____ Yes
If yes, when did your employee(s) start working in the City of Norwalk? ____/____/____
If no, will you have employees working in the City of Norwalk in the future? _____ No _____ Yes
Date employees will begin ____/____/____
9. Approximate number of employees subject to City of Norwalk Income Tax: _____
10. Are you withholding only as a courtesy to employees who reside in the City of Norwalk ? _____ No _____ Yes
If yes, what date did you first start withholding City of Norwalk tax? ____/____/____
11. Are you using a payroll company? _____ No _____ Yes; If yes, please provide your payroll processor: _____
12. Do you use Subcontractors? _____ No _____ Yes
Please note: All taxpayers who report payments to individuals (who are not employees) on Form 1099-Misc. for services performed shall also report payments to the City when the services were performed in Norwalk or when the payments are made to a Norwalk resident. The information shall be filed annually with The City of Norwalk on or before February 28th.
13. Does your business include any rental activity? _____ No _____ Yes
If yes, please list property addresses and date acquired (on back or separate attachment).
14. If you are a Partnership, S-Corporation or other unincorporated joint venture, list names, addresses and social security or federal I.D. numbers of all partners, associates, or members in venture (attach additional sheets if necessary).

15. If you have filed City of Norwalk income tax returns in prior years, please provide name and address used and year(s) filed:

16. If there has been a change of ownership, please give name and address of former owner:

I hereby declare the information provided above to be true, correct, and complete.

Print Name: _____ Signature: _____

Title: _____ Phone _____ Date ____/____/____