

		DOLLARS	CENTS
1. Taxable Earnings paid all Employees subject to Norwalk, Ohio, City Income Tax			
	\$		
2. Actual Tax Withheld in quarter for City Income Tax	\$		
3. Adjustment of Tax prior quarter (see instructions)			
4. Interest: SEE NOTE BELOW			
5. Penalty SEE NOTE BELOW			
6. Total	\$		

I hereby certify that the information and statements contained herein are true and correct.

Print Name

Clearly \_\_\_\_\_

(Signed) \_\_\_\_\_

(Official Title) \_\_\_\_\_

Date

**THIS RETURN MUST BE FILED  
ON OR BEFORE THE DUE DATE SHOWN BELOW  
MAKE CHECK OR MONEY ORDER PAYABLE TO:  
CITY OF NORWALK, INCOME TAX DEPT.  
P.O. BOX 440  
NORWALK, OHIO 44857-0440**

FOR MONTHS OF

\_\_\_\_\_ DUE ON OR BEFORE

If you did not have any employees this period, or did not work in Norwalk, please so state and return this form.

W-1

		DOLLARS	CENTS
1. Taxable Earnings paid all Employees subject to Norwalk, Ohio, City Income Tax			
	\$		
2. Actual Tax Withheld in quarter for City Income Tax	\$		
3. Adjustment of Tax prior quarter (see instructions)			
4. Interest: SEE NOTE BELOW			
5. Penalty SEE NOTE BELOW			
6. Total	\$		

I hereby certify that the information and statements contained herein are true and correct.

(Signed) \_\_\_\_\_

(Official Title) \_\_\_\_\_

Date

**THIS RETURN MUST BE FILED  
ON OR BEFORE THE DUE DATE SHOWN BELOW  
MAKE CHECK OR MONEY ORDER PAYABLE TO:  
CITY OF NORWALK, INCOME TAX DEPT.  
P.O. BOX 440  
NORWALK, OHIO 44857-0440**

FOR MONTHS OF

\_\_\_\_\_ DUE ON OR BEFORE

If you did not have any employees this period, or did not work in Norwalk, please so state and return this form.

W-1

- NOTE:**
- 4. Interest and Penalty 6.5% of Line 2 (penalty of 5% per month not to exceed 50% of tax withheld) per month or fraction of a month on any remittance not received or postmarked (US Postal Service) by the due date.
  - 5. Non-filing penalty of 5% per month or fraction of a month, not to exceed 50% of the tax withheld or estimated withholding, as determined by the Finance Director.

**INSTRUCTION FOR PREPARING AND FILING FORM EQR**

**Who Must File:**

Each employer within the City of Norwalk, Ohio who employs one or more persons is required to withhold the tax of one and one half percent (1.50%) from all compensation paid taxable employees at the time such compensation is paid and to file this form and remit to the City Income Tax Dept. on or before the last day of the month next following the quarterly period in which the withholding deduction was made.

**Who Must Pay:**

All persons eighteen (18) years of age or older must pay City Income Tax, as it may apply.

**Failure to File Return and Pay Tax:**

Any taxpayer who fails, neglects or refuses to make any return or declaration required by the ordinance, or any taxpayer who refuses to pay any tax, penalties and interest imposed by the ordinance, or any taxpayer who refuses to permit the Director of Finance or any duly authorized agent to examine his books, records, or papers shall be

guilty of a misdemeanor and shall be fined not more than \$500 or imprisoned for not more than sixty (60) days, or both. Any taxpayer who knowingly makes any incomplete, false, or fraudulent return shall be fined not more than \$1,000 or be imprisoned for not more than six (6) months or both. The failure of any employer or taxpayer to receive or procure a return or declaration form shall not excuse him from making a return or declaration or from paying the tax.

**How to Prepare This Form:**

- Line 1 - Enter total compensation PAID all taxable employees during the quarter for which the return is made. If no compensation was paid during the quarter, so indicate and return Form.
- Line 2 - Enter total ACTUAL tax withheld from taxable employees during the quarter for CITY OF NORWALK, OHIO - INCOME TAX.
- Line 3 - To adjust current payment of actual tax withheld for underpayment or overpayment in previous quarter.