INDIVIDUAL - 20___
INCOME TAX RETURN
GREENWICH

ATTACH ALL COPIES OF W-2'S, 1099'S, FEDERAL SCHEDULES & FEDERAL TAX RETURNS

Tax Office Use Only : Tax Office Use Only :
TOTAL TAX LIABILITY _____
TOTAL TAX PAID W/ RETURN _____
CHECK # _____

Taxpayer's Social Security No.	
Home Telephone No.	Business Telephone No.
Spouse's Social Security No.	
Spouse's Name	
Home Telephone No.	Business Telephone No.

Name

And

Address

Filing Status		IF YOU HAVE MOVED DURING TAX YEAR - GIVE DATES
☐ Single	☐ RESIDENT	INTO / /
☐ Married filing joint	☐ NON-RESIDENT	OUT OF / /

IF YOU RENT, PLEASE GIVE LANDLORDS INFORMATION

NAME _____

ADDRESS _____

Income

Use Box 5 or Largest Wage Amount on W2

1	Wages, salaries, etc.	1	
2	Other taxable income from Worksheet B	2	
3	Total taxable income (add lines 1 and 2)		3

Tax and Credits

4	Greenwich tax due before credits (1% of line 3)		4
5	Estimated tax payments made to Greenwich	5	
6	Taxes withheld and paid to Greenwich - **(DO NOT INCLUDE SCHOOL TAX SD 3905)**	6	
7	Overpayment from prior year(s)	7	
8	Total credits (add lines 5 through 7)		8

Refund (Note: Refund or tax due of less than $10.00 not payable)

9	If line 8 is greater than line 4, subtract line 4 from line 8. This is the amount you overpaid		9
10	Amount of line 9 to be credited to next years estimate	10	
11	Amount of line 9 to be refunded ($10.00 or greater)	11	

Tax Due (Issued if tax due is greater than)

12	If line 4 is more than line 8, subtract line 8 from 4, this is the tax amount you owe		12
13	Penalties and interest **Late File / Pay**_____ **Interest**_____		13

Declaration of Estimate for 20____

14	Estimated taxable income	14	
15	Estimated tax due. (multiply line 14 by 1%)		15
16	Taxes withheld and paid to Greenwich from other localities	16	
17	Prior credit applied to estimated tax payments (From line 10)	17	
18	Net estimated tax due (subtract line 16 & 17 from 15)		18
19	Minimum amount due for first quarter (multiply line 18 by .25)	19	

Amount You Owe

20	Total amount due (add lines 12, 13 and 19)	20

THE UNDERSIGNED DECLARES THAT THIS RETURN (AND ACCOMPANYING SCHEDULES) IS A TRUE, CORRECT AND COMPLETE RETURN FOR THE TAXABLE PERIOD STATED AND THAT THE FIGURES USED HEREIN ARE THE SAME AS USED FOR FEDERAL INCOME TAX PURPOSES.

Taxpayer's Signature Date

Spouse's Signature Date

Tax Preparer's Signature Date

(If other than taxpayer) Phone No._____

MAKE CHECK OR MONEY ORDER TO:
VILLAGE OF GREENWICH TAX DEPT.

45 MAIN STREET
GREENWICH OH 44837

Phone 419-752-2441 Fax 419-752-1903
Website www.villageofgreenwich.com

☐ **We, the taxpayer, elect to authorize a return preparer to communicate with the tax administrator about matters pertaining to this return.**
By making this election, we, the taxpayer, authorizes the tax administrator to contact the return preparer concerning questions that arise during the processing of the return and authorizes the return preparer only to provide the administrator with information that is missing from the return, to contact the administrator for information about the processing of the return or the status of the taxpayer's refund or payments, and to respond to notices about mathematical errors, offsets, or return preparation that the taxpayer has received from the administrator and has shown to the return preparer.

WORKSHEET A - SALARIES AND WAGES (W-2 INCOME)

Column 1	Column 2	Column 3	Column 4
Employer, City, State	**Income From Each W-2**	**2106 Expenses, If Any** **Attach Schedule A**	**Greenwich Tax Withheld**
A.			
B.			
C.			
D.			
E.			
F.			
G.			
H.			
Totals			
ENTER ON:	Line 1	Line 2	Line 6

Income Reduced by 2106 and earned in another city must also reduce the tax withheld for that city by the same percentage.
If 2106 expenses, please include copy of federal forms 2106, 1040, and Schedule A
You must have filed the 2106 with the IRS

WORKSHEET B - BUSINESS INCOME OR LOSS

ATTACH COPIES OF FEDERAL FORMS AND SCHEDULES USED TO COMPUTE RETURN

	Schedules	**Column A** Income/Loss from Federal Schedules	**Column B** Greenwich %	**Greenwich Taxable Income** Column A x Column B
1.	**Schedule C - Business Income** (Combine the net income or loss of all Schedules C's) (If taxes paid to other cities, attached other cities returns.)	$	%	$
2.	**Schedule E - Rental Income** (Residents enter profit/loss from ALL properties. Nonresidents enter only profit/loss from Greenwich properties.	$	100%	$
3.	**Schedule K-1 - Partnership Income** (Residents enter profit/loss from entities that do not withold Greenwich tax on entire distributive share)	$	100%	$
4.	**Miscellaneous Income** Gambling Income, **1099-MISC**, W-2G, Schedules F, H and K, etc.	$	%	$
5.	NOL Carry Forward (Attach worksheet and enter as a loss)			$
6.	**Total Income/Loss (Combine Lines 1 through 5 and enter this amount on Pg. 1 Line 2)**			$

NOTE: The net loss from an unincorporated business activity may not be used to offset salaries, wages, commissions or other compensation. However, if a taxpayer is engaged in two or more taxable business activities to be included on the same return, the net loss of one unincorporated business activity may be used to offset the profits of another for purposes of arriving at overall net profits. **[Final Return Line 4 Cannot Be Less Than Zero, If You Have W-2 Income]**

***Losses resulting from business, rentals, and farming cannot be used to offset W2 Income**

WORKSHEET C

EXEMPTION

I AM EXEMPT BECAUSE:

TAXPAYER_____ SPOUSE_____ If Applicable

❑ I AM UNDER 18 YEARS OF AGE - BIRTH DATE_____ VERIFICATION IS NEEDED.

❑ I HAD NO TAXABLE INCOME IN 20___ ❑ ACTIVE MILITARY* ❑ UNEMPLOYED ❑ DISABLED ❑ SOCIAL SECURITY ❑ PENSION* *VERIFICATION REQUIRED

NOTE: IF YOU ARE EXEMPT- STOP HERE, SIGN, DATE AND MAIL YOUR RETURN.

INDIVIDUAL GENERAL INSTRUCTIONS

WHO MUST FILE

- All residents of the Village of Greenwich, 18 years of age or older, are required to file.
- A non-resident having income in the Village of Greenwich from which city income tax has not been withheld and/or who is engaged in a business or profession in Greenwich or owns rental property located in Greenwich.
- All companies located in or doing business in Greenwich.

WHEN AND WHERE TO FILE

By Federal Tax Day.
Mail completed return with all W-2s, 1099 misc. forms, and federal schedules applicable to:
GREENWICH VILLAGE INCOME TAX
45 MAIN STREET, GREENWICH, OHIO 44837
419-752-2441

FILING EXTENSIONS

Send a copy of your federal extension by April 18, and we will grant an extension of time not to exceed 6 weeks beyond the time granted by the IRS. If we do not receive a copy of the extension you will be considered delinquent and charged penalty and interest as shown on the return. Extensions will not be granted, if your account is in any way delinquent.

NET LOSSES

If a net loss has been incurred for the tax year a return must still be filed. Loss carry forwards are permitted.

REFUNDS

If any taxpayer has paid more tax than the Village is entitled to, a refund of the overpayment will be made, provided a proper claim for refund is filed. The net loss from an unincorporated business may not be used to offset salaries, wages, commissions and other compensation. Amount under $10.00 will not be refunded within 3 years after the tax was paid or due.

MISCELLANEOUS

1. Payments to the Village of under $10.00 do not have to be paid.
2. Double check your credit on line 5 of the return by calling 419-752-2441.
3. Contributions to 401Ks, IRAs or other deferred plans are not deductible.
4. SUB pay is village taxable.

EXEMPT INCOME (non inclusive)

Unemployment Compensation (not including SUB pay).
Social Security
Payouts from pensions
Military Pay (proof of military is required)
Alimony & Child Support
Interest
Dividends
Railroad Retirement
Disability
Sick Pay

EXEMPTION FOR TAXPAYERS

If your income is solely from a non-taxable source, please fill out worksheet C, sign, date, and mail the return.

INSTRUCTIONS FOR INCOME TAX RETURN

Married couples should file jointly. (Whether or not you do so for your Federal or State Returns)
Enter name and address and social security number(s) or Federal ID No.
Taxpayer status - indicate how you are filing by marking one of the boxes.
Residency - indicate if you live in the Village of Greenwich; also if you moved into or out of the village during the year.

Use Box 5 or Largest Wage Amount on W2

Line 1 Total wages (include sub pay, sick pay & deferred income) (From Worksheet A)
Line 2 Other taxable income (From Worksheet B)
Line 3 Total Lines 1 & 2 - Losses on Line 2 - cannot offset losses on Line 1
Line 4 Greenwich Income Tax 1%
Line 5 Estimated tax payments made to Greenwich
Line 6 Taxes withheld and paid to Greenwich **(DO NOT INCLUDE SCHOOL TAX SD 3905)**
Line 7 Overpayment from prior years
Line 8 Total credits add lines 5 through 7
Line 9 Amount overpaid
Line 10 Amount of Line 9 credited to next year estimate
Line 11 Amount to be refunded ($10.00 or greater)
Line 12 Amount of tax owed
Line 13 Late File/Pay Penalties $25.00 per month, maximum $150.00, 5% per annum and additional 15% on any upaid balance.

DECLARATION OF ESTIMATE
(Line 15 - 19) self-explanatory
Line 20 Total amount due (add lines 12 and 13)

NOTICE TAX CREDIT CHANGE

WORKSHEET C - EXEMPTION (Check correct boxes and return signed form)

SIGN FORM AND ATTACH ALL W2S, 1099 MISC AND FEDERAL SCHEDULES