

CITY OF **LAKWOOD** WITHHOLDING TAX RECONCILIATION

FOR TAX YEAR ENDING

SUBMIT BY THE LAST DAY OF FEBRUARY. W-2'S MUST BE ATTACHED

- 1) Number of Employees Represented  
by W-2 Statements or Payroll  
Tabulation (Attached) \_\_\_\_\_
- 2) Total Taxable Wages to Lakewood \$ \_\_\_\_\_
- 3) Total Tax Paid at 1.5% \$ \_\_\_\_\_
- 4) Total Residence Tax Withheld \$ \_\_\_\_\_
- 5) Total Paid During Year \$ \_\_\_\_\_  
If Line 5 is Not Equal to the total of lines 3 & 4, Attach  
Explanation or Remit Amount Due and Enter on Line 6.
- 6) Adjustment Amount Due with Reconciliation \$ \_\_\_\_\_

JANUARY	APRIL	JULY	OCTOBER
\$	\$	\$	\$
FEBRUARY	MAY	AUGUST	NOVEMBER
\$	\$	\$	\$
MARCH	JUNE	SEPTEMBER	DECEMBER
\$	\$	\$	\$
1 <sup>ST</sup> QUARTER	2 <sup>ND</sup> QUARTER	3 <sup>RD</sup> QUARTER	4 <sup>TH</sup> QUARTER
\$	\$	\$	\$
7) <b>Total Liability</b>		\$ _____	

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

Signed \_\_\_\_\_ Title \_\_\_\_\_

Fed. ID No. \_\_\_\_\_ Date \_\_\_\_\_

**MAIL TO:** *City of Lakewood Ohio  
Division of Municipal Income Tax  
12805 Detroit Ave  
Lakewood, OH 44107*

## RECONCILIATION OF INCOME TAX WITHHELD

### FORM W-3

#### QUANTITIES OF 25 OR MORE W-2s ARE REQUIRED TO BE SUBMITTED VIA MAGNETIC MEDIA

FORM W-3 is the year end reconciliation for employee withholding. This form should be filed by the last day of February following the end of the calendar year. We accept text files of spreadsheets of your employee wage information on diskettes, CD's, mag tapes, and the standard paper W-2's. (Required file layout of electronic media can be found at [www.onelakewood.com](http://www.onelakewood.com))

- 1 Enter number of employees represented by W-2 statements or payroll tabulation.
- 2 Enter total amount of payroll that is subject to Lakewood tax at 1.5%.
- 3 Enter total amount of tax paid at 1.5%.
- 4 Enter total amount of residence tax withheld as a courtesy to your employees.
- 5 Enter the monthly or quarterly total of your deposits.
- 6 Enter amount of adjustments made with this return (please attach explanation).
- 7 Enter balance due or credit to be applied to next year (place parentheses around Credit).