

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 ST QUARTER | 2 ND QUARTER | 3 RD QUARTER | 4 TH QUARTER |
| \$ | \$ | \$ | \$ |
| 7) Total Liability | | \$ _____ | |

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)

- 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).