

CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
(740) 439-2355

Forms W-1 (Monthly Statement)
Form W-3 (Annual Reconciliation)

IMPORTANT

2016 EMPLOYER'S MUNICIPAL INCOME TAX WITHHOLDING FORMS

*This packet contains withholding
tax forms you are required to file.*

The Rate for 2016 is 2.0% (.02)

**PLEASE DO NOT DESTROY –
IMPORTANT TAX FORMS**

(NOTE: TAX RATE CHANGE TO 2.0% EFFECTIVE 1/1/2010)

Dear Employer:

This is your 2016 Employer's Monthly Return of Tax Withheld package. Included are twelve monthly forms for your filing requirements. We have also included the Employer Reconciliation of Income Tax Withheld for 2016. **These will not be sent each month. Please keep for further payments.**

If you have any questions regarding the below forms, please contact us at 1131 Steubenville Avenue, Cambridge, Ohio 43725-2596. If you wish to contact by telephone, our number is (740) 439-2355. There forms are also available on-line at www.cambridgeoh.org, click on the Treasurer's Office link.

Sincerely,

INCOME TAX ADMINISTRATOR

FORM W-1 **EMPLOYER'S RETURN OF TAX WITHHELD**
CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT 2016
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
JANUARY 31, 2016

DUE ON OR BEFORE
FEBRUARY 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
- 4. Penalty\$ _____
- 5. Interest\$ _____
- 6. Total Balance/Due.....\$ _____
- 7. Amount Paid\$ _____

Is this a courtesy withholding? Yes
Is this a final return? Yes No
If yes, attach explanation

Signature _____ Date ____/____/____

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

Phone # _____

FORM W-1 **EMPLOYER'S RETURN OF TAX WITHHELD**
CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT **2016**
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
FEBRUARY 28, 2016

DUE ON OR BEFORE
MARCH 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
- 4. Penalty\$ _____
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CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT 2016
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
MARCH 31, 2016

DUE ON OR BEFORE
APRIL 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
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CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT 2016
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
APRIL 30, 2016

DUE ON OR BEFORE
MAY 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
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CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT **2016**
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
MAY 31, 2016

DUE ON OR BEFORE
JUNE 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
- 4. Penalty\$ _____
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CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT 2016
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
JUNE 30, 2016

DUE ON OR BEFORE
JULY 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
- 4. Penalty\$ _____
- 5. Interest\$ _____
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CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT 2016
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
JULY 31, 2016

DUE ON OR BEFORE
AUGUST 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
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FORM W-1 **EMPLOYER'S RETURN OF TAX WITHHELD**
CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT 2016
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
AUGUST 31, 2016

DUE ON OR BEFORE
SEPTEMBER 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
- 4. Penalty\$ _____
- 5. Interest\$ _____
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FORM W-1 **EMPLOYER'S RETURN OF TAX WITHHELD**
CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT **2016**
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
SEPTEMBER 30, 2016

DUE ON OR BEFORE
OCTOBER 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
- 4. Penalty\$ _____
- 5. Interest\$ _____
- 6. Total Balance/Due.....\$ _____
- 7. Amount Paid\$ _____

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CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT **2016**
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
OCTOBER 31, 2016

DUE ON OR BEFORE
NOVEMBER 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
- 4. Penalty\$ _____
- 5. Interest\$ _____
- 6. Total Balance/Due.....\$ _____
- 7. Amount Paid\$ _____

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CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT 2016
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
NOVEMBER 30, 2016

DUE ON OR BEFORE
DECEMBER 15, 2016

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
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- 5. Interest\$ _____
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Signature _____ Date ____/____/____

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CITY OF CAMBRIDGE
INCOME TAX DEPARTMENT 2016
1131 STEUBENVILLE AVENUE
CAMBRIDGE, OHIO 43725-2596
TELEPHONE (740) 439-2355

FOR THE PERIOD ENDING
DECEMBER 31, 2016

DUE ON OR BEFORE
JANUARY 15, 2017

ACCT. # _____ FID # _____

NAME AND ADDRESS

- 1. Total Wages subject to Cambridge Tax\$ _____
- 2. Cambridge taxes due @ 2.0%\$ _____
- 3. Adjustment to prior return\$ _____
- 4. Penalty\$ _____
- 5. Interest\$ _____
- 6. Total Balance/Due.....\$ _____
- 7. Amount Paid\$ _____

Is this a courtesy withholding? Yes
Is this a final return? Yes No
If yes, attach explanation

Signature _____ Date ____/____/____

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

Phone # _____

EMPLOYER'S RECONCILIATION OF TAX WITHHELD – CITY OF CAMBRIDGE, INCOME TAX DEPARTMENT
1131 STEUBENVILLE AVENUE • CAMBRIDGE, OHIO 43725-2596 • (740) 439-2355
INCOME TAX WITHHELD FOR THE YEAR 2016

AMENDED

- 1. Total number of employees..... _____
- 2. Total payroll subject to tax..... \$ _____
- 3. Withholding tax liability at .020 of line 2..... \$ _____
- 4. Total remitted for the year (brought over from line 5)... \$ _____

ACCT. # _____

NAME AND ADDRESS

PAYMENT SUMMARY

- 5. Total remitted for the year \$ _____
- 6. Overpayment \$ _____ or additional tax due \$ _____

No taxes or Refunds of less than \$1.00 shall be collected or refunded

JANUARY	APRIL	JULY	OCTOBER
FEBRUARY	MAY	AUGUST	NOVEMBER
MARCH	JUNE	SEPTEMBER	DECEMBER

PAYMENT ENCLOSED **REFUND REQUESTED**

COPIES OF ALL 1099'S ISSUED AND W2'S MUST BE ATTACHED TO THIS FORM AND RETURNED BY FEBRUARY 28

NOTIFY INCOME TAX DEPARTMENT PROMPTLY OF ANY CHANGE IN NAME OR ADDRESS.

If additional tax is due, enclose payment with return

Submitted by _____ Date _____

Official Title _____

Federal ID no. _____

Phone # _____

WITHHOLDING TAX WORKSHEET

(Keep for your records - Do not file)

Month Ending	Due Date	Check Number	Date	Amount	Month Ending	Due Date	Check Number	Date	Amount
1/31	2/15	_____	_____	_____	7/31	9/15	_____	_____	_____
2/28	4/15	_____	_____	_____	8/31	9/15	_____	_____	_____
3/31	4/15	_____	_____	_____	9/30	10/15	_____	_____	_____
4/30	5/15	_____	_____	_____	10/31	12/15	_____	_____	_____
5/31	7/15	_____	_____	_____	11/30	12/15	_____	_____	_____
6/30	7/15	_____	_____	_____	12/31	1/15	_____	_____	_____