

VILLAGE OF EDGERTON INCOME TAX RETURN

OFFICE USE ONLY

DUE ON OR BEFORE APRIL 15 OR WITHIN
 4 MONTHS FROM END OF FISCAL YEAR
FILING REQUIRED EVEN IF NO TAX DUE

Total Paid \$ _____

Check _____ Cash _____

Audited By _____

If name or address is incorrect make necessary changes
 (List both name & social security numbers if filing a joint return)

SOC. SEC. NO. (P)										Marital Status (check one) <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated
SOC. SEC. NO. (S)										
FED. I.D. NO.										

IF YOU MOVED DURING THIS TAX YEAR, PLEASE COMPLETE

Date moved into Edgerton _____

Previous Address _____

Date moved out of Edgerton _____

Present Address _____

Phone No. _____

SECTION A RETIRED AND TAXPAYERS WITH NO TAXABLE INCOME: REASON (CHECK APPROPRIATE BOX)

- Active Duty Military Under 18 years of age Retired with only non-taxable income
- Taxpayer Deceased _____ Only income from non-taxable source list source _____

SECTION B Enter wages, salaries, bonuses, incentive payments, commissions BEFORE ANY PAYROLL DEDUCTIONS, received between January 1 and December 31. List each employer or source separately. (Attach all W-2's)

Employer	City or Twp. Where Employed	Edgerton Tax Withheld	Other Tax Withheld Not to Exceed 1%	Total Wages	Office Use Only

1. Total wages and withholding	A	B	C	
Less Employee Business Expense (attach form 2106)			D	
Total wages (1c-1d) (if no taxable income go to line 4)			1.	
2. Other income "Loss cannot be used against W-2 wages"				
A. Profit from any business owner (from Sec. E)	\$ _____			
B. Rental income (From Sec. E)	\$ _____			
C. Other Income (From Sec. E)	\$ _____			
D. Total (Line 2A, B, C)			2.	\$ _____
3. Net Profits (From Schedule X)			3.	\$ _____
4. Total income (Line 1 + Line 2 +/- Line 3)			4.	\$ _____
A. Amount Allocable to Edgerton (if Schedule Y-page 4-is used) _____ %			4A.	\$ _____
5. Tax Due (1% x Line 4 or Line 4A)			5.	\$ _____
6. Tax Credits				
A. Edgerton Tax Withheld (Line 1A)	\$ _____			
B. Other City Tax Withheld (Line 1B)	\$ _____			
C. Other: Estimates, Direct Payments, Credit from prior year	\$ _____			
D. Total Credits Available (Line 6A, B, C)			6.	\$ _____
7. Balance of tax due (Line 5 - Line 6)			7.	\$ _____
8. Interest \$ _____ Delinquency Penalty \$ _____ Late Filing Penalty \$ _____ (See instructions for Line 8 to calculate interest and penalties)			8.	\$ _____
9. TOTAL AMOUNT DUE (Make check payable to Village of Edgerton)			9.	\$ _____
10. If Overpayment: Credit to next year \$ _____ Refund \$ _____				

SECTION C - DECLARATION OF ESTIMATED TAX

11. Total income subject to Tax \$ _____ x Tax Rate of 1%		11.	\$ _____
12. Less expected Tax credit:			
a. Edgerton Tax withheld by employer (Not to exceed 1% of that portion taxed)	\$ _____		
b. Overpayment from prior year	\$ _____		
c. Payments to another Municipality (Not to exceed 1% of that portion taxed)	\$ _____		
d. Total CREDITS		12.	\$ _____
13. NET TAX DUE (Line 11 - Line 12)		13.	\$ _____
14. Amount paid with this declaration (Not less than 1/4 of Line 13)		14.	\$ _____
15. Balance of Tax Due		15.	\$ _____
16. Total of this Payment (Line 9 + Line 14)		16.	\$ _____

SECTION D The undersigned declares that this return (and accompanying schedules) is a true, correct and complete return for taxable period stated and that the figures used herein are the same as used for Federal income tax purposes, and if an audit of Federal return is made which affects tax liability shown on this return, an amended return will be filed within three months.

Signature of Person Preparing Return (If Other Than Taxpayer) _____ Date _____

Signature of Taxpayer _____ Date _____

Phone Number _____

Signature of Spouse _____ Date _____

PLEASE REMOVE FROM BOOKLET BEFORE COMPLETING THIS PAGE

All Federal schedules listed below must be attached to this return.

(Include individual partnership distributor Forms # 1065 K-1)

SECTION E INCOME OTHER THAN WAGES

List all income below as reported to the IRS each of the following schedules:

INDIVIDUALS & SOLE PROPRIETORS

	Profit (or loss)		Profit (or loss)		Misc. Income
Schedule C	\$ _____	Schedule E	\$ _____	FORM #4797	\$ _____
				FORM 1099 MISC.	_____
				FORM K-1	_____
				FORM K-1	_____
				FORM K-1	_____
		Schedule F or Form 4835	_____	Misc. from line 22 or 1040	_____
Total Profit (or Loss)	\$ _____	Total Profit (or Loss)	\$ _____	Total	\$ _____
	Carry to Sec. B Line 2A		Carry to Sec. B Line 2B		Carry to Sec. B Line 2C

If deductions for commissions or contract labor are taken, supporting 1099's or facsimilies must be attached. If deduction for "RENTS PAID" is taken, please list: _____

Rents paid to _____

Address _____

SCHEDULE X Reconciliation with Federal Income Tax Return Per O.R.C. 718

1. FEDERAL TAXABLE INCOME BEFORE NET OPERATING LOSSES AND SPECIAL DEDUCTIONS per attached return (Form 1120, Line 28; Form 1120S, Schedule K, Line 23; Form 1120A, Line 24; Form 1065 "Analysis of Net Income (Loss)", Line 1; Form 1041, Line 17; Form 990 T, Line 30).....		1	
2. Intangible income included in Line 1 above directly related to the sale, exchange or other disposition of property described in Section 1221 of the Internal Revenue Code.....		2	
3. Intangible income included in Line 1 above that is not directly related to the sale, exchange or other disposition of property described in Section 1221 of the Internal Revenue Code.....		3	
4. Income and gain included in Line 1 above directly related to the sale, exchange, or other disposition of an asset described in Section 1221 or 1231 of the Internal Revenue Code. Do not include amounts already reported on Lines 2 and 3 above.....	4		
5. Less the income and gain included on Line 4 above that is described in Section 1245 or 1250 of the Internal Revenue Code.....	5a		5b
6. Taxpayers who are not C corporations only: The additional Section 179 expense deduction that would have been allowed if the taxpayer computed the "business income" limitation using the rules for C corporations with regard to charitable contributions, capital loss limitations, and compensation paid to shareholder-employees. Do not factor in amounts shown on Lines 11 or 12 below when computing the "business income" limitation. Partnerships are to ignore any deduction for guaranteed payments when computing the "business income" limitation. Do not include any Section 179 amount already deducted in computing line 1 above.....		6	
7. Partnership Income or (Loss) Adjustment: If your adjustment represents a net gain, report the adjustment as a positive number. If your adjustment represents a net loss, report the adjustment as a negative number.....		7	
8. Multiply Line 3 by .05.....		8	
9. Losses included in Line 1 above directly related to the sale, exchange, or other disposition of an asset described in section 1221 or 1231 of the Internal Revenue Code.....		9	
10. Taxes on or measured by net income included as a deduction in computing Line 1 above.....		10	
11. Taxpayers who are not C corporations only: Amounts included as a deduction in computing Line 1 above related to a qualified self-employed retirement plan with respect to an owner or owner-employee.....		11	
12. Taxpayers who are not C corporations only: Amounts included as a deduction in computing Line 1 above related to health insurance or life insurance for an owner or owner-employee.....		12	
13. Taxpayers who are not C corporations only: Charitable contributions included as a deduction in computing Line 1 above that exceed 10% of Line 1 after applying any NOL carryover, but without regard to: 1) any deduction for contributions; 2) NOL carryback; or 3) capital loss carryback.....		13	
14. Taxpayers who are not C corporations only: Federal capital losses in excess of Federal capital gains included as a deduction in computing Line 1 above, but only to the extent not included in Line 8 above.....		14	
15. NET PROFIT. Subtract the sum of Lines 2, 3, 5b, 6 and 7 from Line 1. To the result, add the sum of Lines 8 through 14. (Taxpayers engaged in business in more than one city should proceed to Schedule Y below carry to Sec. B Line 3).....		15	

SCHEDULE Y BUSINESS ALLOCATION FORMULA

	a. located everywhere	b. located in Edgerton	c. Percentage (b/a)
Step 1. Average original cost of real & tang. personal property	_____	_____	_____ %
Gross annual rentals paid multiplied by 8	_____	_____	_____ %
Total step 1	_____	_____	_____ %
Step 2. Gross receipts from sales make and/or work or services performed	_____	_____	_____ %
Step 3. Wages, salaries and other compensation paid	_____	_____	_____ %
4. Total percentages	_____	_____	_____ %
5. Average percentage (Divide Total percentages by Number of Percentages Used).			Carry to Sec. B Line 4A, _____ %

SCHEDULE Z Partner's Distributive Shares of Net Income (From Federal Schedule 1065K and 1099)

All partnerships required to file as entities with the Village of Edgerton must attach ALL of the federal schedules detailing the partners' distributive shares (Federal Schedule K and K-1).

INSTRUCTIONS FOR PREPARING EDGERTON VILLAGE INCOME TAX RETURN

SECTION A INSTRUCTIONS

TO BE COMPLETED BY TAXPAYERS WITH ONLY RETIREMENT OR OTHER NON-TAXABLE INCOME:

Complete Section A only if you (and spouse if filing jointly) meet the following requirements.

- a) only income is retirement benefits
- b) only income is from non-taxable source
- c) only income is active military pay
- d) only income is interest or dividends
- e) under 18 years of age

If you are filing a joint return and only one spouse meets these requirements DO NOT complete this section - go to Section B.

After completing this section go directly to Section D.

SECTION B INSTRUCTIONS

List W-2s received as an employee. For each W-2 enter employers name, city, where you actually performed work, amount of Edgerton Village tax withheld, credit for tax paid to another city and gross wages.

Line 1 - Add total wages, Edgerton Village tax and credit for taxes paid to other cities and enter totals in Line 1-A, 1-B, and 1-C.

Use line 1-D for deduction of 2106 expense.

2106 EXPENSE - personal expenses of the employee will not be allowed. Employee expenses for income earned in another taxing municipality must be refunded by that city if income is prorated, 2106 expenses must also be prorated.

IF TAXPAYER(S) ONLY INCOME IS FROM W-2 WAGES PROCEED TO LINE 4.

Line 2A - enter total Schedule C income from Section E page 4 and attach copy of Federal Schedule C.

Line 2B - Enter total Schedule E from Section E page 4 and attach Federal Schedule E.

Line 2C - Enter total Other Income from Section E and attach appropriate Federal Schedules.

Line 2D - Total lines 2A, 2B, and 2C.

Line 3 - Enter amount from Schedule X, (USED BY BUSINESSES ONLY NOT TO BE USED BY INDIVIDUALS).

Line 4 - Enter total of lines 1, 2D and 3.

Line 4A - Enter amount allocable to Edgerton if Business Allocation Formula is used (Schedule Y page 4).

Line 5 - Multiply line 4 or 4A by 1%.

Line 6 - TAX CREDITS (See page 1 Credits).

Line 6A - Enter total Edgerton Tax withheld by employer (total 1A).

Line 6B - Enter credit for tax paid to another city (total 1-B). Cannot exceed 1% of each wage source.

Line 6C - Enter total of estimate payments plus any credit from a prior year overpayment.

Line 6D - Enter total of lines 6A, 6B and 6C.

Line 7 - Line 5 minus Line 6D. If Line 5 is greater than Line 6D, a balance is due. No tax will be payable if the amount owing is less than three dollars (\$3.00). No refund will be made for an amount less than \$3.00.

Line 8 - PENALTIES AND INTEREST

Late Filing Penalty - A penalty shall be imposed for failure to timely file a return in the amount of \$25.00 if filed not more than thirty (30) days late, and \$50.00 if filed more than thirty (30) days late. Notwithstanding the preceding sentence, a penalty of \$100.00 shall be imposed for any taxpayer who fails to timely file, when the taxpayer previously failed to timely file at least once before in the last three (3) years. A return shall be deemed timely filed if postmarked by April 15, or before the expiration of any unlawful extension.

Delinquency Penalty - A penalty shall be imposed in an amount equal to three percent (3%) of the unpaid tax for each month or fraction of a month that a tax liability is delinquent, up to a maximum of 18 months; provided however that in no event shall the delinquency penalty be less than \$25.00 in the case of a taxpayer who fails to pay all income tax liabilities in a timely manner.

An additional penalty of two-hundred dollars (\$200.00) shall be imposed upon a taxpayer to the extent the Village institutes formal legal action to recover the taxes, penalties and interest imposed by Chapters 181 and 183 of the Municipal Code.

Interest - Delinquent unpaid taxes shall bear interest at a rate of twelve percent (12%) per annum from the due date until paid in full.

Line 9 - Enter total of Line 7 and Line 8.

Line 10 - If Line 6D is greater than Line 5 the difference should be entered here. Indicate if amount should be refunded or credited to next year's tax liability.

SECTION C DECLARATION OF ESTIMATED INCOME

WHO MUST FILE

(a) EVERY RESIDENT, INDIVIDUAL OR BUSINESS ENTITY of Edgerton who expects to receive taxable income wherever earned from which the city income tax is not fully withheld.

(b) EVERY NON-RESIDENT, INDIVIDUAL OR BUSINESS ENTITY of Edgerton who expects to receive taxable income, earned or derived from work or services performed within Edgerton from which tax will not be withheld.

Estimates must be filed on or before April 15th of the tax year. Fiscal year taxpayers shall file on or before the last day of the fourth month following the beginning of their fiscal year.

PAYMENT OF ESTIMATED TAX

Returns covering estimated tax must be filed and paid to equal not less than 90% of the actual tax due or 100% of the previous year's tax liability. The estimated tax may be paid in full at any time or in equal quarterly payments on or before April 15, July 31, October 31 and January 31. The estimate may be amended at the time of making any quarterly payment. Fiscal year taxpayers shall substitute the months which correspond to the months shown above.

If an Estimated Tax Return is filed based on 90% of the actual tax due, an amended declaration must be filed on or before January 31 of the following year, or in case of a fiscal year on or before the last day of the 12th month following the beginning of such fiscal year, if it appears that the original declaration made for such taxable year underestimated the taxpayer's income by over 10%.

If upon filing the final return it appears that the taxpayer did not pay at least 90% of the estimated amount or an amount equal to 100% of the previous year's liability, penalty and interest charges may be assessed.

SECTION C INSTRUCTIONS

Line 11 - Multiply total estimated income for year by 1%. Include all income subject to Edgerton tax such as salaries, wages, commissions, net income from business and professional and rental activities.

Line 12 - TAX CREDITS

Line 12A - Enter tax to be withheld by employer.

Line 12B - Enter overpayment which you requested to be applied to next years tax.

Line 12C - Enter any tax to be paid to another city (cannot exceed 1%).

Line 12D - Enter total of lines 12A, 12B and 12C.

Line 13 - Subtract Line 12D from Line 11.

Line 14 - Enter amount you are paying, must be at least 1/4 of Line 13.

Line 15 - Enter balance of Line 13 minus Line 14.

Line 16 - Total of Line 9 tax due and Line 14 amount paid with estimate.

SECTION D INSTRUCTIONS

The taxpayer and spouse if filing a joint return must sign and date the return. Tax preparers, if other than the taxpayer, should sign and date return.

SECTIONS E & F SCHEDULE X,Y,Z need only be filled out by those taxpayers who are reporting on income other than W-2 wages.

GENERAL INFORMATION

WHO MUST FILE:

ALL RESIDENTS: All persons eighteen (18) years of age or older living in Edgerton whether any income is earned or any tax is due. Entities (such as corporations, partnerships, proprietors, rental activity, unincorporated business, etc.) physically located in Edgerton.

NON-RESIDENTS: Persons earning income in Edgerton from which tax is not fully withheld. Entities (corporations, partnerships, proprietors, rental activity, unincorporated businesses, etc.) which earned income in Edgerton.

ALL PART-YEAR RESIDENTS: Persons who have lived in Edgerton only a portion of the tax year must file a return, income, deductions and credits should be allocated on a pro rata basis if actual income figures are unavailable.

FILING INFORMATION

DUE DATE: All tax returns must be filed before midnight, April 15th following the close of the calendar year. Fiscal year taxpayers must file within four (4) months from the end of the fiscal year.

DOCUMENTATION: All income, credits and deductions must be substantiated by copies of W-2's, federal schedules and local tax returns. Those taxpayers claiming deductions for commissions paid, contract labor, etc. must provide a separate schedule showing name, address, social security number and amount paid for work done in Edgerton. Copies of 1099's issued can be sent in lieu of the schedule. If no amounts were paid for work in Edgerton it should be so stated on the schedule.

FILING STATUS: Joint or separate returns are permissible for married taxpayers. However, the tax due is the same regardless of the filing status.

TAXABLE INCOME: Includes, but is not limited to, salaries, wages, commissions and other compensation. Other compensation would include but is not limited to: tips, bonuses, profit sharing, stock options (that are not considered capital gains), incentive payments, director fees, property in lieu of cash, dismissal or severance pay, vacation and sick pay, wage continuation plans and other compensation earned, received or accrued, and the net profits from the operation of a business, profession or other enterprise including rental income. Retirement plans such as 401K, IRA, Keogh, deferred compensation or similar retirement plans are taxable.

NON-TAXABLE INCOME: Includes interest, dividends, Worker's Compensation, Unemployment Compensation, ADC, alimony, child support, retirement pensions, annuities, active military pay, Board of Election pay, insurance proceeds (individuals only) and income from which the Village of Edgerton is specifically prohibited from taxing.

SUB CHAPTER S CORPORATIONS: Treated as corporations for Village of Edgerton tax purposes. If the S Corporation is located in Edgerton, the entity must file a separate return and report any profit or loss. The profit or loss from an S Corporation, no matter where the location, should not be included on any individual return.

PARTNERSHIPS: Located in Edgerton must file a separate Edgerton Village Income Tax Return and report any profit or loss. The profit or loss from Edgerton Partnerships should not be included on any individual return.

REFUNDS: Are allowed only when Village income tax has actually been paid to or withheld for Edgerton. No refund under \$3.00 will be issued. Refunds will not be issued without compliance with all appropriate provisions of the Tax Ordinance. Refunds requested because tax was withheld and paid to another city at a higher rate than 1% will not be issued and returns so submitted will be adjusted without notification to the taxpayer.

PENALTIES AND INTEREST: **Late Filing Penalty** - A penalty shall be imposed for failure to timely file a return in the amount of \$25.00 if filed not more than thirty (30) days late, and \$50.00 if filed more than thirty (30) days late. Notwithstanding the preceding sentence, a penalty of \$100.00 shall be imposed for any taxpayer who fails to timely file, when the taxpayer previously failed to timely file at least once before in the last three(3) years. A return shall be deemed timely filed if postmarked by April 15, or before the expiration of any lawful extension. **Delinquency Penalty** - A penalty shall be imposed in an amount equal to three percent (3%) of the unpaid tax for each month or fraction of a month that a tax liability is delinquent, up to a maximum of eighteen (18) months; provided however that in no event shall the delinquency penalty be less than \$25.00 in the case of a taxpayer who fails to pay all income tax liabilities in a timely manner. An additional penalty of two-hundred dollars (\$200) shall be imposed upon a taxpayer to the extent the Village institutes formal legal action to recover the taxes, penalties and interest imposed by Chapters 181 and 183 of the Municipal Code. **Interest** - Delinquent unpaid taxes shall bear interest at a rate of twelve percent (12%) per annum from the due date until paid in full.

CREDITS: Credit is allowed for taxes paid to another city for income earned in another taxing jurisdiction (residents only). The credit may not be the actual amount of tax you paid. If income earned in a city with a tax rate that is 1% or greater (local examples: Bryan, etc.) a credit of up to the 1% will be granted. If income was earned in a city with a tax rate less than 1%, your credit is the amount of tax that was withheld (provided the amount withheld was correct and is based on the same income). If business losses are subtracted from income earned in a city with a tax rate less than 1%, the percentage owed to Edgerton must be determined. For example if income is earned in a city with a 1/2% tax rate, an additional 1/2% would be due on the income reported from that city. Credit will be granted up to the tax rate of the other city. If your W2's are marked various or all cities in the local tax withheld box, you should request an itemized breakdown by city from your employers and attach this to your return. No credit for Indiana County taxes will be given.

Please complete the return. If preprinted name and address is incorrect or incomplete you must make the necessary changes. All returns must indicate Social Security or Federal Identification Number, and any change in address and date moved in or out of the Village if applicable.