

# CELINA INCOME TAX RETURNS

ACCOUNT # \_\_\_\_\_ YEAR \_\_\_\_\_

Tax Administrator  
City Hall - 2nd Floor, P.O. Box 117  
Celina, Ohio 45822-0117

Form FR  
Revised 11-04

## IMPORTANT!!

**Please Take This Form To Your Accountant If You Do Not Prepare Yourself. It Contains Your Account Number For This Office And Filing Information For Preparation.**

Change  
of  
Address

## - FILING INSTRUCTIONS -

ATTACH W-2s AND 1099s HERE

### Information Form

Although some individuals are not required to file annual City Tax Returns, it is necessary for internal purposes for individuals who receive a return to complete and return it to the Tax Administrator. If this is done, you could avoid being considered a delinquent taxpayer. (Please sign at bottom left of page)

- I/We have a Federal extension until \_\_\_\_\_ (attach copy of extension)
- All tax was withheld by my employer for which I receive full credit (attach **W-2** statement)
- I live and work outside Celina Corporation. (Date moved) \_\_\_\_\_ (List new address above)
- Retired (Date) \_\_\_\_\_ Only source of income from: (list all) \_\_\_\_\_

(Individual's Social Security Number \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Spouse's Number \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_)

Other:

### Filing and Extension Dates:

Your return must be filed by April 15, or a copy of a proper and timely filed Federal Extension in lieu of return.

**Mandatory Filing** For all Celina residents (18 years or older) working inside or outside this municipality and whether or not fully withheld upon for this municipality.

**Remittance:** Make your remittance payable to the Tax Administrator. (No payment is due or refund/credit issued if less than \$1.01.)

**12-Day Occasional Entry Rule** to be in accordance with (ORC 718.01 and 718.02).

**General Information and Declaration Worksheet** with record is on back side of this cover page.

### Assistance:

For questions not answered in General Information, please call (419) 586-2594, fax: (419) 586-4735 or visit our web site: [www.ci.celina.oh.us](http://www.ci.celina.oh.us).

Office Hours: 8:00 a.m. to 5:00 p.m.  
Monday thru Friday

### Enclosures:

- (2) Final Returns
- (4) Estimate Vouchers
- (1) Estimate Record

**Changes in Filing Dates** and other taxable items are mandated by the ORC 718.

Signature of Taxpayer or Agent \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Address of Above \_\_\_\_\_

Phone Number of Above \_\_\_\_\_