

RECONCILIATION INSTRUCTIONS

1. Original of this reconciliation form must be filed with the Tax Commissioner of Norwood, OH on or before February 15, 2003 together with copies of W-2 Forms or a list of employees withheld from as requested under line No. 1. List must include employee's name, address, Social Security Number, taxable earnings and amount of Norwood earnings tax withheld. Make a copy of this form for your records.

REMIT THIS RECONCILIATION FORM & W-2 FORMS TO:

NORWOOD TAX OFFICE
4645 MONTGOMERY ROAD
NORWOOD, OH 45212

DO NOT SEND THE RECONCILIATION TO: NORWOOD LOCK BOX LOCATION 00332

THE LOCK BOX IS ONLY FOR QUARTERLY OR MONTHLY PAYMENT.

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FORM N5-2002

NORWOOD RECONCILIATION OF TAX WITHHELD FOR **2002**

EMPLOYER'S WITHHOLDING RETURN

NORWOOD TAX OFFICE
4645 MONTGOMERY ROAD
NORWOOD, OH 45212
PHONE 513-458-4590

- 5. WITHHOLDING TAX LIABILITY 2% OF LINE 4
- 6. TOTAL INCOME TAX WITHHELD FROM WAGES AND PAID TO CITY OF NORWOOD DURING 2002:
 - QUARTER ENDING MARCH 31 \$
 - QUARTER ENDING JUNE 30 \$
 - QUARTER ENDING SEPTEMBER 30 \$
 - QUARTER ENDING DECEMBER 31 \$
- TOTAL FOR YEAR \$

- 1. TOTAL NUMBER OF TAXABLE EMPLOYEES
- 2. TOTAL PAYROLL FOR THE YEAR \$
- 3. LESS PAYROLL NOT SUBJECT TO TAX \$
- 4. PAYROLL SUBJECT TO TAX \$

- 7. OVERPAYMENT \$ OR TAX DUE \$
(SUBTRACT TOTAL OF LINE 6 FROM LINE 5)

FEDERAL ID: _____

THIS FORM MUST BE FILED ON OR BEFORE
FEBRUARY 15, 2003 ATTACH COPIES OF
W-2 FORMS AND INCLUDE 1099 MISC FORMS

TAX OFFICE
USE ONLY

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