

**MUNICIPALITY OF SEBRING**

135 East Ohio Avenue, Sebring, Ohio 44672

330-938-2441 phone - 330-938-6834 fax

[www.sebringohio.net](http://www.sebringohio.net)

[tax@sebringohio.net](mailto:tax@sebringohio.net)

**BUSINESS ACCOUNT INFORMATION:**

FOR USE WITH WITHHOLDING ACCOUNT AND/OR DIRECT ACCOUNT

1. \_\_\_\_\_  
BUSINESS NAME FEDERAL I.D. NUMBER

2. \_\_\_\_\_  
ADDRESS CITY STATE ZIP CODE

3. \_\_\_\_\_  
PHONE NUMBER FAX NUMBER e-mail / website (optional)

4. BUSINESS OWNER'S NAME: \_\_\_\_\_ SOC.SEC.NO. \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

5. IF LOCAL BUSINESS IS A BRANCH OFFICE, GIVE MAIN OFFICE NAME, ADDRESS AND PHONE NUMBER: \_\_\_\_\_  
\_\_\_\_\_

6. ADDRESS WHERE TAX FORM SHOULD BE MAILED: \_\_\_\_\_  
\_\_\_\_\_

7. WITHHOLDING FREQUENCY:       MONTHLY                       QUARTERLY

8. TYPE OF OWNERSHIP: check all that apply  
 CORPORATION (10)                       PROPRIETORSHIP (PRIVATE INDIVIDUAL) (12)  
 PARTNERSHIP (14)                       PROFESSIONAL (16)  
 GOVERNMENT/ SCHOOL (18)       CHURCH (19)

9. ACCOUNTING PERIOD:     CALENDAR YEAR               FISCAL YEAR ENDING \_\_\_\_\_

10. IS YOUR OCCUPIED PROPERTY:     OWNED               RENTED:

11. IF PROPERTY IS RENTED, LIST NAME AND ADDRESS TO WHOM RENT IS PAID:  
\_\_\_\_\_

12. DATE BUSINESS OPENED IN SEBRING: \_\_\_\_\_

13. DATE BUSINESS STARTED WITHHOLDING SEBRING TAX: \_\_\_\_\_

14. NATURE OF BUSINESS: \_\_\_\_\_

15. NUMBER OF EMPLOYEES: \_\_\_\_\_

- SUBMIT A LISTING OF EMPLOYEES INCLUDING THEIR NAME, ADDRESS AND SOCIAL SECURITY NUMBER. (attach separate sheet)
- SUBMIT LISTING OF OFFICERS, PARTNERS AND OR ASSOCIATES INCLUDING THEIR NAME, ADDRESS AND SOCIAL SECURITY NUMBER. (attach separate sheet)
- SUBMIT LISTING(S) OF INDIVIDUALS / BUSINESS OWNERS, ADDRESSES AND SOCIAL SECURITY/FEDERAL ID NUMBERS IF LEASING SPACE TO OTHERS; USING SUBCONTRACTORS; ETC.

\_\_\_\_\_  
Signature and Title of person completing form

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Printed name and title of person completing form

FAILING TO RETURN THIS FORM, SUPPLYING FALSE INFORMATION AND / OR SUBMITTING INCOMPLETE INFORMATION MAY RESULT IN THE IMPOSITION OF PENALTIES IN ACCORDANCE WITH THE INCOME TAX ORDINANCE (CHAPTER 171).

ALL INFORMATION OBTAINED ON THIS FORM IS STRICTLY CONFIDENTIAL AND WILL BE USED FOR MUNICIPALITY INCOME TAX PURPOSE ONLY.

IF YOU HAVE ANY QUESTIONS REGARDING THIS FORM, PLEASE CONTACT THE OFFICE AT (330) 938-2441.

Note: If business is within municipality limits of Sebring, a direct filing account must be filed.