

City of Amherst, Ohio
Income Tax Department
480 Park Ave. Amherst, OH 44001
Phone: (440) 988-4212 Fax: (440) 988-3749
E-mail: incometax@amherstohio.org Mark S. Hullman - Treasurer

TAX INFORMATION FOR AMHERST CITY BUSINESSES

The city of Amherst, Ohio has mandatory income tax filing for all resident businesses. The tax rate, in effect since 1991, is 1½%. City of Amherst income tax forms must be postmarked by April 15th or on or before the 15th day of the fourth month after the close of the fiscal year. The city of Amherst will honor federal extensions. If you apply for a federal extension, please inform the tax office in writing by the original due date of the return. Interest will accrue on any tax due unless estimated payments were made and paid in full. If our office does not receive a copy of the extension, or a letter requesting an extension by the original due date, there will be a \$25.00 late penalty charged.

Estimated payments on net profit returns are accepted, but are not mandatory. They can be set up at the time of filing, or at any time by informing the tax office.

In January, tax forms are mailed to every Amherst business that is on file with our office. While every effort is made to mail a tax form to all taxpayers required to file, it is the taxpayer's responsibility to obtain a form. Tax forms may be obtained in the tax office any time during business hours, on the Internet at www.amherstohio.org, or from the Amherst Public Library during the months of March and April. The City of Amherst will accept generic forms.

Employee withholding tax is mandatory: Every resident employer who employs one or more persons is required to withhold the tax of 1.5% from all compensation paid to employees at the time the compensation is paid and remit the amount withheld to the Amherst Income Tax Department at the above address. Quarterly returns and payments are due on or before the last day of the month following the end of a quarter for the amount withheld during the preceding quarter. Payment forms will be mailed to each business on file with our office unless we are notified that a payroll service is being used and forms are not required.

The income tax office is open Monday through Friday from 8:30 a.m. to 4:30 p.m. Please feel free to call our office. We will be glad to answer any questions you may have.