

INSTRUCTIONS TO FILE ESTIMATED TAX

Every taxpayer having or anticipating any income **underwithheld or not subject to local Withholding by Employer**, shall file a declaration setting forth the estimated annual income, together with an estimate of the amount of tax due when the tax liability is \$100 or more. If you are uncertain as to whether or not you are required to pay estimates, please phone the income tax office at (419) 666-1830.

The taxpayers annual estimated tax liability shall be divided by four (4) to determine the estimated quarterly tax to be paid. For example, if your income is \$20,000 per year, you pay \$75 in April, July, October, and January for a total estimate of \$300.

Filing and Paying – Voucher 2 by August 2, 2010; Voucher 3 by November 1, 2010; and Voucher 4 by January 31, 2011.

How To Use The Declaration of Estimated Tax: See Worksheet on back of this form (DETACH VOUCHER BEFORE FILLING IN INFORMATION)

1. Enter amount shown on line 5 of the worksheet on Amount Line A of the voucher.

2. Enter amount shown on line 6 of the worksheet on Amount Line B of the voucher.
3. Enter amount of overpayment from last year applied to this installment on Amount Line C of the voucher.
4. Subtract the overpayment credit on Amount Line C on the voucher from Amount Line B of the voucher and enter amount of payment on Amount Line D of the voucher. File original voucher even if Amount D is zero.

PENALTIES AND INTEREST

PENALTY AND INTEREST WILL BE ASSESSED AGAINST ANY TAXPAYER IF THE TAXPAYER FAILS TO PAY ESTIMATE TAX BY THE DUE DATES OR IF THE TOTAL ESTIMATE PAMENTS MADE THROUGHOUT THE YEAR ARE LESS THAN 90% OF THE TOTAL TAX LIABILITY. IF YOU ARE UNCERTAIN AS TO WHAT TO DECLARE YOU CAN DECLARE YOUR PRIOR YEAR LIABILITY AND AVOID PENALTY.

VILLAGE OF WALBRIDGE Estimated Tax – 2010

2

FOR CALENDAR YEAR 2010 OR FISCAL YEAR _____

CITY OF _____ NAME OF EMPLOYER
RESIDENCE _____ OR TYPE BUSINESS _____

S.S.#/FED. I.D.# _____

PAYMENT NO. 2 DUE AUG. 2, 2010

OR FISCAL DATE _____

Estimated Tax
For The
Year Ending _____ (A) \$ _____
Amount Due This Quarter (B) \$ _____
Less Unused Overpayment (C) \$ (_____)
Amount of This Payment (D) \$ _____

Taxpayer's Signature _____ Date _____

Make Check Payable To: Village of Walbridge
Mail To: Village of Walbridge
Department of Taxation
P.O. Box 530
Toledo, OH 43697

VILLAGE OF WALBRIDGE Estimated Tax – 2010

3

FOR CALENDAR YEAR 2010 OR FISCAL YEAR _____

CITY OF _____ NAME OF EMPLOYER
RESIDENCE _____ OR TYPE BUSINESS _____

S.S.#/FED. I.D.# _____

PAYMENT NO. 3 DUE NOV. 1, 2010

OR FISCAL DATE _____

Estimated Tax
For The
Year Ending _____ (A) \$ _____
Amount Due This Quarter (B) \$ _____
Less Unused Overpayment (C) \$ (_____)
Amount of This Payment (D) \$ _____

Taxpayer's Signature _____ Date _____

Make Check Payable To: Village of Walbridge
Mail To: Village of Walbridge
Department of Taxation
P.O. Box 530
Toledo, OH 43697

VILLAGE OF WALBRIDGE Estimated Tax – 2010

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FOR CALENDAR YEAR 2010 OR FISCAL YEAR _____

CITY OF _____ NAME OF EMPLOYER
RESIDENCE _____ OR TYPE BUSINESS _____

S.S.#/FED. I.D.# _____

PAYMENT NO. 4 DUE JAN. 31, 2011

OR FISCAL DATE _____

Estimated Tax
For The
Year Ending _____ (A) \$ _____
Amount Due This Quarter (B) \$ _____
Less Unused Overpayment (C) \$ (_____)
Amount of This Payment (D) \$ _____

Taxpayer's Signature _____ Date _____

Make Check Payable To: Village of Walbridge
Mail To: Village of Walbridge
Department of Taxation
P.O. Box 530
Toledo, OH 43697

COMPUTATION OF 2010 ESTIMATED TAX WORKSHEET

1. ESTIMATED TAX INCOME \$ _____
2. ESTIMATED TAX DUE 1-1/2% OF LINE 1 \$ _____
3. a. AMOUNT OF MUNICIPAL TAX WITHHELD \$ _____
 b. AMOUNT OF TAX PAID ANOTHER CITY
 NAME _____
 OF CITY: _____ \$ _____
4. TOTAL CREDITS (Line 3a & 3b) \$ _____
5. NET ESTIMATED TAX DUE (Line 2 less 4) \$ _____
6. AMOUNT DUE WITH EACH ESTIMATE (1/4 of Line 5) \$ _____
 (ENTER HERE AND COLUMN B OF WORKSHEET AT RIGHT)
7. OVERPAYMENT 2009 RETURN \$ _____
 (ENTER HERE AND COLUMN C OF WORKSHEET AT RIGHT)

BE CAREFUL <u>NOT</u> TO APPLY MORE CREDIT THAN YOUR TOTAL 2009 OVERPAYMENT.			Total amount paid and credited from Jan. 1 through the installment date shown. Col. (b) Less Col. (c)
VOUCHER NO.	DUE DATE	AMOUNT DUE WITH EACH ESTIMATE	
COLUMNS → (a)			(b)
			Credit applied to installment (c)
1			
2			
3			
4			
TOTAL ▶			