

**RECORD OF CITY OF GENEVA  
MUNICIPAL INCOME TAXES WITHHELD RECONCILIATION**

	QUALIFYING WAGES	TAXES WITHHELD	DATE REMITTED	ADJUSTMENTS
JAN	_____	_____	_____	_____
FEB	_____	_____	_____	_____
MARCH	_____	_____	_____	_____
APRIL	_____	_____	_____	_____
MAY	_____	_____	_____	_____
JUNE	_____	_____	_____	_____
JULY	_____	_____	_____	_____
AUG	_____	_____	_____	_____
SEPT	_____	_____	_____	_____
OCT	_____	_____	_____	_____
NOV	_____	_____	_____	_____
DEC	_____	_____	_____	_____

1. Tax Rate 1.5 %
2. Remit Monthly if taxes withheld exceed \$100.00 per month; otherwise, pay quarterly
3. Make Checks payable to: CITY OF GENEVA
4. Mail voucher with check to: City of Geneva, Division of Taxation, 44 North Forest Street  
Geneva, Ohio 44041
5. Returns mailed after the due dates will be assessed Penalties and Interest

Tear of Here and remit with W-2 and 1099 Forms

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Tax Year \_\_\_\_\_

**Annual Reconciliation of Tax Withheld Payments**

1	7	Account #	Form 38	Period Ending
2	8			
3	9	Qualifying Wages		
4	10	Tax Due		
5	11	Tax Remitted		
6	12	Balance Due		

Total Remitted

Number of W-2's

\_\_\_\_\_

**Remit with Copies of ALL W-2  
and 1099 Forms by January 31**

CITY OF GENEVA  
DIVISION OF TAXATION  
44 NORTH FOREST STREET  
GENEVA, OHIO 44041