

Return MUST be Completed Regardless of Remittance

CITY **EMPLOYEE** WITHHOLDING TAX

TAX PERIOD ENDING	DUE ON OR BEFORE
CITY OCCUPATIONAL ACCOUNT NUMBER	
BUSINESS NAME	
AMENDED RETURN	PAID BY CREDIT CARD / ACH

STANDARD TAX PAYMENT

L-1 PERIOD: MAR 31 · JUN 30 · SEP 30 · DEC 31 ▶▶▶▶▶
 Circle quarter and enter year.

L-2 TOTAL NUMBER OF LOCAL EMPLOYEES ▶▶▶▶▶

L-3 TOTAL WAGES PAID DURING PERIOD ▶▶▶▶▶
 Total salaries, wages, commissions & all other compensation paid.

L-4 TAX DUE FOR PERIOD* ▶▶▶▶▶
 Line 3 x 1% City Tax Rate = TAX DUE
**City tax must be withheld from 100% of wages.*

PAST DUE PENALTY & INTEREST (If Applicable)

L-5 INTEREST ▶▶▶▶▶
 Line 4 x 1% per month due after due date = INTEREST

L-6 PENALTY: ▶▶▶▶▶
 Line 4 x 5% per month, or fraction of month, not to exceed 25% of tax liability = PENALTY

L-7 TOTAL TAX DUE ▶▶▶▶▶
 Line 4 + Line 5 + Line 6 = TOTAL TAX DUE

Signature Date

Print Name Title

INFORMATION UPDATES & CORRECTIONS

Business Name or D/B/A	
▶	
Business Description	
▶	
Industry Type (See 2017 NAICS Table for Codes)	Federal I.D. Number
▶	▶
Phone	Fax
▶	▶
Website	
▶	
Primary Contact (CEO or Officer)	
▶	
E-mail	
▶	
Secondary Contact / Payroll Provider	
▶	
Business Ownership Change (If Applicable)	
Date of Change	Previous Owner
▶	▶
Former Trade Name	
▶	



City of Jeffersontown, Kentucky
 P.O. Box 991458
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 Attn: Revenue Department