

REMIT TO: REGIONAL INCOME TAX AGENCY - P.O. BOX 477900 BROADVIEW HEIGHTS, OHIO 44147-7900

**FORM 17 - RECONCILIATION OF INCOME TAX WITHHELD  
AND  
W-2 TRANSMITTAL**

A Reconciliation of Income Tax Withheld is required to be filed on or before the last day of February following the calendar year in which employee withholding deductions have been made by an employer. For assistance please call one of the following: Cleveland Local: (440) 526-0900, Columbus Local: (614) 538-0512, Youngstown Local (330) 743-3400, TDD: (440) 526-5332, or Toll Free: 1-(800) 860-RITA (7482). Our website is [www.ritaohio.com](http://www.ritaohio.com).

1. Print the company's federal employer identification number, name, and address in the proper area. If this information is preprinted, check for accuracy. Draw a line through any incorrect information and print the correct information above or below it.
2. List the amount of workplace wages, workplace tax, and any residence tax withheld for each period a Form 11 was filed. For Example: If you file Form 11 monthly, complete the annual Form 17 on a monthly basis; periods 1-12. If you file Form 11 quarterly, complete the annual Form 17 on a quarterly basis; periods 3, 6, 9, 12. **NOTE: Wages do not need to be reported for residence tax withheld.**
3. Indicate the total number of W-2's attached and indicate the total number of employees working at year end for which municipal income tax has been withheld in the boxes provided in Section 3. Distribute the total number of employees to each municipality where the employee worked in Section 5.
4. Total the workplace wages, workplace tax, and residence tax withheld. These amounts must be distributed on the back side of Form 17.
5. Distribute totals to each municipality where the wages were earned and the workplace or residence tax was withheld.
6. Total all distributions. **THE TOTAL WORKPLACE WAGES, WORKPLACE TAX, AND RESIDENCE TAX WITHHELD IN SECTION 6 MUST EQUAL THE TOTALS SHOWN ON THE FRONT SIDE OF THE FORM 17 IN SECTION 4.**
7. Indicate the total number of employees at year end for all municipalities.
8. Sign and date the form. Please provide a phone number where you can be reached if any questions arise.

**DO NOT REMIT PAYMENT WITH THIS FORM. IF YOU ARE ADJUSTING A PERIOD(S) YOU MUST FILE A FORM 11A (AMENDED EMPLOYERS MUNICIPAL TAX WITHHOLDING STATEMENT). SEE FORM 11A FOR INSTRUCTIONS.**

Along with Form 17, one of the following must be submitted:

- Copies of W-2's
- Upon written request made to the Tax Administrator on or before the due date-
  - Computer paper listing which must contain the following information from each W-2 (in this order) social security number, municipality for which local income tax was withheld, amount of local income tax withheld, gross amount of taxable compensation paid, employee's name (last, first, middle), and employee's last known address; or,
  - W-2 Copy 1 for state, city, or local tax departments.
- Employers with 250 or more W-2 Copy A or 1099-Misc. Forms must report on Magnetic Media using (MMREF-1) Format and Guidelines prescribed by the Social Security Administration and Internal Revenue Service.
  - MMREF-1 Guidelines can be found and printed by using the Social Security Administration Internet Page [www.ssa.gov/employer](http://www.ssa.gov/employer).
  - 1099-Misc. Form Guidelines can be found and printed by using Internet Page [www.irs.gov/forms-pubs/findfiles.html](http://www.irs.gov/forms-pubs/findfiles.html) using Keyword pub 1220.
  - RITA guidelines for the RS Record (CITY AND STATE) found within the SSA MMREF-1 Guidelines, can be found and printed by using Internet Page [www.ritaohio.com](http://www.ritaohio.com) and clicking on MAGNETIC REPORTING OF W-2's BY EMPLOYERS.
  - Please be advised that you are required to validate your MMREF-1 file containing W-2's by visiting our website: [www.ritaohio.com](http://www.ritaohio.com) and using R.I.T.A.'s online W-2 verification application.
  - This online application will parse and validate your MMREF-1 file containing W-2's to ensure compliance with R.I.T.A.'s specifications and requirements.
  - Any exceptions such as computer or typewriter listings of municipality wage and tax information, in lieu of the standard W-2 Form, or paper W-2 reporting for more than 250 employees, must receive prior permission from the RITA Director of Taxation or the Tax Administrator where the business is located, before submission of such lists or forms.
  - Please do not password protect W-2 files sent to RITA.
  - Tax Year 2005 was the last year we accepted diskette submissions.

**All of the above must contain the federal employer identification number, the company name, and the address.**

**NOTE:** Employer's required under the Internal Revenue Code to furnish 1099's to the Internal Revenue Service for individuals or businesses to whom they have paid non-employee compensation must also furnish copies to RITA. Submit 1099's along with W-2's.

**NOW AVAILABLE...**



[www.ritaohio.com](http://www.ritaohio.com)

**THE REGIONAL INCOME TAX AGENCY NOW HAS AN ELECTRONIC FILING SYSTEM THAT IS A CONVENIENT WAY TO FILE AND PAY YOUR EMPLOYER'S MUNICIPAL TAX WITHHOLDING STATEMENT (FORM 11) AND YOUR RECONCILIATION OF INCOME TAX WITHHELD (FORM 17). IN ADDITION, YOU CAN ELECTRONICALLY SUBMIT YOUR W-2'S. PLEASE BE ADVISED THAT YOU ARE REQUIRED TO VALIDATE YOUR MMREF-1 FILE CONTAINING W-2'S USING R.I.T.A.'S ONLINE VERIFICATION APPLICATION. IT IS A FREE SERVICE THAT PROVIDES A FAST AND SECURE METHOD OF FILING.**

**2006 WITHHOLDING TAX TABLE**

<b>CODE</b>	<b>MUNICIPALITY</b>	<b>RATE</b>	<b>CODE</b>	<b>MUNICIPALITY</b>	<b>RATE</b>
013	ARLINGTON HEIGHTS	2.10	528	MOUNT STERLING	1.00
006	ASHVILLE	0.50	535	NEW ALBANY	2.00
010	AURORA	2.00	504	NEW BLOOMINGTON	1.00
020	AVON	1.50	525	* NEW WATERFORD	1.00
021	AVON LAKE	1.50	540	NEWBURGH HEIGHTS	2.00
040	BAY VILLAGE	1.50	561	NEWTOWN	1.00
050	BEACHWOOD	1.50	549	NORTH LEWISBURG	1.00
051	BEACHWOOD EAST <b>JEDD</b>	1.50	550	NORTH OLMSTED	2.00
052	BEACHWOOD WEST <b>JEDD</b>	1.50	570	* NORTH ROYALTON	1.00
065	BEDFORD HEIGHTS	2.00	580	OAKWOOD VILLAGE	2.00
090	BENTLEYVILLE	1.00	585	OVERLIN	1.90
100	BEREA	2.00	590	OLMSTED FALLS	1.50
102	* BETTSVILLE	1.00	589	OLMSTED <b>JEDD</b>	1.50
104	BEXLEY	2.00	600	ORANGE VILLAGE	2.00
110	BOSTON HEIGHTS	2.00	601	ORANGE-CHAGRIN- HIGHLANDS <b>JEDD</b>	2.00
130	BRECKSVILLE	2.00	606	OTTAWA	1.00
140	BROADVIEW HEIGHTS	2.00	650	PEPPER PIKE	1.00
160	BROOKLYN HEIGHTS	2.00	637	PIKETON	1.00
167	CAMPBELL	2.50	640	PLAIN CITY	1.00
168	* CARDINGTON	1.00	635	PLYMOUTH	0.50
195	CECIL	1.00	648	POWELL	0.75
192	CEDARVILLE	1.00	645	* POWHATAN POINT	0.75
194	CENTERBURG	1.00	660	REMINDERVILLE	1.50
180	CHAGRIN FALLS	1.50	661	REMINDERVILLE / TWINSBURG TOWNSHIP <b>JEDD</b>	1.50
190	CIRCLEVILLE	1.50	662	REYNOLDSBURG	1.50
193	CLAYTON	1.50	663	REYNOLDSBURG <b>E-ZONE</b>	1.50
223	* CORWIN	0.50	670	RICHMOND HEIGHTS	2.00
250	CUYAHOGA HEIGHTS	2.00	671	RICHWOOD	1.00
270	EAST CLEVELAND	2.00	669	RIDGEWAY	0.50
268	* EAST PALESTINE	1.00	680	RIVERSIDE	1.50
277	ELYRIA	1.75	704	SABINA	1.00
282	ELYRIA TOWNSHIP / CITY OF ELYRIA <b>JEDD</b>	1.75	707	SAINT PARIS	1.00
291	FAIRPORT HARBOR	2.00	712	SALINEVILLE	1.00
300	FAIRVIEW PARK	2.00	710	SANDUSKY	1.00
304	FORT JENNINGS	1.00	720	SEVEN HILLS	2.00
310	FREMONT	1.50	750	SHAKER HEIGHTS	1.75
319	GALENA	1.00	749	SHAWNEE HILLS	2.00
317	* GALION	2.00	751	* SHEFFIELD LAKE	1.50
320	GARFIELD HEIGHTS	2.00	752	SHEFFIELD VILLAGE	1.50
346	GIRARD	2.00	748	SHERWOOD	1.00
347	GLENWILLOW	2.00	756	SILVER LAKE	2.00
350	* GRAFTON	1.50	770	* SOUTH EUCLID	2.00
357	GRANDVIEW HEIGHTS	2.50	769	SOUTH SOLO	1.00
358	GROVE CITY	2.00	776	STEBENVILLE	2.00
364	HASKINS	1.00	775	STREETSBORO	1.00
370	* HIGHLAND HEIGHTS	1.50	780	STRONGSVILLE	2.00
378	HUDSON	2.00	779	SUNBURY	1.00
390	INDEPENDENCE	2.00	794	* TONTOGANY	1.00
377	JEWETT	1.00	792	* TORONTO	2.00
394	KIRTLAND	2.00	790	* TWINSBURG	2.00
398	LAGRANGE	1.50	797	* UHRICHSVILLE	1.75
401	LAKEMORE	2.00	800	* UNIVERSITY HEIGHTS	1.50
424	* LITHOPOLIS	1.00	802	UPPER ARLINGTON	2.00
426	LOCKLAND	2.10	806	URBANCREST	2.00
440	LYNDHURST	1.50	810	VALLEY VIEW	2.00
450	MACEDONIA	2.00	815	VERMILION	1.00
451	MACEDONIA / NORTHFIELD CENTER TWP. <b>JEDD</b>	2.00	821	WAKEMAN	1.00
454	MAINEVILLE	1.00	834	WELLSTON	1.00
460	* MAPLE HEIGHTS	2.00	839	WELLSVILLE	1.00
466	MARTINS FERRY	0.75	841	* WEST ELKTON	1.00
480	MAYFIELD HEIGHTS	1.00	840	WESTLAKE	1.50
485	MAYFIELD VILLAGE	1.50	842	* WESTON	1.00
486	MECHANICSBURG	1.00	890	WILLOWICK	2.00
500	* MIDDLEBURG HEIGHTS	1.75	894	WINTERSVILLE	1.00
505	MILAN	0.50	900	WOODMERE	2.00
513	* CITY OF MILFORD	1.00	901	* WOODSTOCK	1.00
507	MILFORD CENTER	1.00	904	WORTHINGTON	2.00
509	MINERVA PARK	1.00	906	YELLOW SPRINGS	1.50
515	MOGADORE	2.00	907	* YOUNGSTOWN	2.75
520	MORELAND HILLS	1.00			

\*BETTSVILLE NEW MEMBER & NEW TAX AS OF 1-1-07

\*CARDINGTON NEW MEMBER AS OF 1-1-06

\*CORWIN NEW MEMBER AS OF 1-1-07

\*EAST PALESTINE NEW MEMBER AS OF 6-1-06

\*GALION TAX RATE CHANGE FROM  
1.50% TO 2.00% AS OF 7/1/06

\*GRAFTON NEW MEMBER AS OF 12-1-06

\*HIGHLAND HEIGHTS TAX RATE CHANGE FROM  
1.50% TO 2.00% AS OF 1-1-07

\*LITHOPOLIS NEW MEMBER AS OF 1-1-07

\*MAPLE HEIGHTS TAX RATE CHANGE FROM  
2.00% TO 2.50% AS OF 3-1-07

\*MIDDLEBURG HEIGHTS TAX RATE CHANGE FROM  
1.75% TO 2.00% AS OF 1/1/07

\*CITY OF MILFORD NEW MEMBER AS OF 1-1-07

\*NEW WATERFORD NEW MEMBER AS OF 10-1-06

\*NORTH ROYALTON TAX RATE CHANGE FROM  
1.00% TO 2.00% AS OF 1/1/07

\*POWHATAN POINT NEW MEMBER AS OF 1-1-06

\*SHEFFIELD LAKE TAX RATE CHANGE FROM  
1.25% TO 1.50% AS OF 7-1-06

\*SOUTH EUCLID TAX RATE CHANGE FROM  
1.50% TO 2.00% AS OF 1-1-06

\*TONTOGANY NEW MEMBER AS OF 9-1-06

\*TORONTO TAX RATE CHANGE FROM  
1.50% TO 2.00% AS OF 1-1-06

\*TWINSBURG NEW MEMBER AS OF 1-1-07

\*UHRICHSVILLE NEW MEMBER AS OF 9-1-06

\*UNIVERSITY HEIGHTS TAX RATE CHANGE FROM  
1.50% TO 2.50% AS OF 1-1-07

\*WEST ELKTON NEW MEMBER & NEW TAX AS OF 1-1-06

\*WESTON NEW MEMBER AS OF 1-1-07

\*WOODSTOCK NEW MEMBER & NEW TAX AS OF 7-1-06

\*YOUNGSTOWN NEW MEMBER AS OF 1-1-06