

## **INSTRUCTION FOR PREPARING VILLAGE OF INDIAN HILL, OHIO INCOME TAX RETURNS**

### **WHO MUST FILE**

Every **INDIVIDUAL** who resided within the Village of Indian Hill, Ohio, during any part of the period January 1st to December 31st, and files a State of Ohio Individual Income Tax Return, whether or not tax is owed. Residents who are not required to file a State of Ohio return complete the Information Form at the bottom of the tax return.

C CORPORATIONS and TRUSTS that were resident during the same period

Individuals who receive tax forms need to respond either with a tax filing or by completing the information form, whichever is appropriate.

Pass through entities (including S corporations, LLC's, partnerships, and other disregarded entities) do not need to file a tax return for the entity.

### **JOINT AND SEPARATE RETURNS**

If a joint return is filed with the State of Ohio, a joint return must be filed with Indian Hill.

### **INCOME SUBJECT TO TAX - INDIVIDUALS**

For the purposes of the Indian Hill Income Tax, the amount to be reported on Line 1 of the Indian Hill Tax Return shall be the Ohio Adjusted Gross Income (Line 3 of the Ohio IT1040).

A copy of the taxpayer's State of Ohio Tax Return Form IT1040 and all schedules and all W-2's must accompany the Indian Hill return.

### **INCOME SUBJECT TO TAX-OTHER ENTITIES**

Resident C Corporations - For the purposes of the Indian Hill Income Tax, the amount to be reported on Line 1 of the Indian Hill return shall be the Federal Taxable Income from Federal Form 1120. A copy of page 1 of Form 1120 must accompany the Indian Hill return.

Resident Trusts - report the taxable income from Ohio form IT1041 on line 1 of the Indian Hill tax return.

### **EXTENSION OF TIME TO FILE**

Extensions may be requested by completing the Declaration of Estimated Tax form or by sending a copy of the Federal Extension Request prior to the due date of the return. Payment of at least 80% of the estimated tax must accompany the request for extension to avoid the late payment penalty. This is an extension to file the return not an extension to pay. Interest may be charged on any tax not paid by the income tax due date.

### **INTEREST**

All taxes imposed and all moneys withheld or required to be withheld by employers under the provisions of this chapter and remaining unpaid after they become due shall bear interest at the minimum rate permitted under R.C. § 718.27 per annum, or fraction thereof.

### **PENALTY**

In addition to interest, penalties based on the unpaid tax are hereby imposed as follows: (1) For failure to pay taxes due, other than taxes withheld, the penalty permitted by R.C. § 718.27(C)(2)(a), as amended from time to time. (2) For failure to remit taxes withheld from employees, the penalty permitted by R.C. § 718.27(C)(2)(b), as amended from time to time.

### **COMPUTATION OF TAX**

LINE 1. Individuals enter Ohio Adjusted Gross Income (Line 3 of Ohio IT1040).

C corporations use taxable income from Federal Form 1120 and attach page 1 of form 1120.

Trusts enter Ohio taxable income (Line 3 of Ohio IT1041) and attach IT1041.

LINE 2. Add amount of business income deduction that was deducted on Ohio Schedule A line 11.

LINE 3. Add lines 1 and 2. If line 3 is \$5,000.00 or less, no tax is due but the return must be filed if an Ohio Tax Return is filed.

LINE 4. (A) This income may be deducted in full to the extent that it is included in line 1. A copy of the 1099-R must be attached.

LINE 4. (B) Other retirement income (Annuities, or distributions from pension plans, IRA, or profit sharing plans RECEIVED ON ACCOUNT OF RETIREMENT) that is included in Line 1 (MAXIMUM \$4,000.00). Only retirement income which qualifies for a retirement credit on the Ohio Tax Form IT1040 may be deducted.

LINE 4. (C) Military pay not previously deducted from the Ohio AGI and included in line 1. (W-2 required)

LINE 6. If you moved into or out of Indian Hill from or to another OHIO location, this amount is computed by multiplying Line 5 by the percentage of time during the year (number on months of non-residency divided by 12) you were a non-resident. OR

If you moved into or out of Indian Hill from an OUT-OF-STATE location, line 6 equals the amount reported to the State of Ohio as income not received in Ohio on the IT1040 Ohio Schedule of Credits, Line 25, plus the portion of the business income deduction that was not earned in Ohio.

Line 13. If the amount on Line 13 is less than \$10.00 payment need not be made, nor will a refund be given.