VILLAGE OF INDIAN HILL, OHIO
Instructions for Preparing
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, every individual whose residence was within the Village of Indian Hill, Ohio during the same period, and does not file a State of Ohio Individual Income Tax Return, but had income in excess of $5,000; and every corporation which was resident during any part of the same period and files a Federal Income Tax Return is required to file an Indian Hill Tax Return.

If resident is not required to file the Indian Hill Income Tax Return because State of Ohio Return was not filed AND income is less than $5,000, the Information Form (on bottom of tax return) must be completed.

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

JOINT AND SEPARATE RETURNS

If a joint return is filed for State of Ohio purposes, a joint return must be filed for Indian Hill purposes.

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 State of Ohio Form IT-1040, or Line 1 State of Ohio Form IT-1040-EZ), or the amount computed to be the Ohio Adjusted Gross Income (for those residents who are not required to file a State of Ohio Form IT-1040 because of adjustments or credits). A copy of the taxpayer's State of Ohio Individual Tax Return (Form IT-1040 or IT-1040-EZ) or Individual Information Form (IT-10) must accompany the Indian Hill return.

INCOME SUBJECT TO TAX-CORPORATIONS

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 Federal Taxable Income from Federal Form 1120. A copy of page 1 of Form 1120 must accompany the Indian Hill return.

EXTENSION OF TIME

An extension of time for filing may be granted. For Indian Hill tax purposes a *Federal tax extension does not create an automatic Indian Hill extension.* Extensions may be granted by requesting same from the Tax Commissioner of Indian Hill, and 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. Requests for extension from any taxpayer delinquent (at time of request) in filing a previous year's return or any payment thereof, will not be granted. The granting of an extension to file does not extend the last day to pay without penalty.

PENALTY

Delinquent taxpayers will be assessed a penalty charge of 2/3% per month, or fraction thereof, on tax payments received after due date of return; provided, however, that the minimum penalty charged is $25.00 for payments less than eight months delinquent, and $50.00 for payments more than eight months delinquent.

Penalty of $25.00 for late filing may be charged on delinquent tax returns whether or not tax is owed.

INTEREST

An interest charge of 2/3% per month, or fraction thereof, will be assessed on all taxes paid after April 15th whether or not an extension has been granted.

COMPUTATION OF TAX

LINE 1. Income to be reported is Ohio Adjusted Gross Income (Line 3 Ohio State Income Tax Return Form IT-1040, or Line 1 Ohio State Income Tax Return Form IT-1040-EZ). If a State of Ohio Return is not required to be filed because of credits, income should be the amount that would have been reported as Ohio Adjusted Gross Income if a return had been filed.

Corporations use taxable income from Federal Form 1120.

LINE 2. (A) This income may be deducted in full to the extent that it is included in Line 1. A copy of the 1099R must be attached.

LINE 2. (B) Other retirement income (Annuities or distributions from a pension, retirement or profit sharing plan RECEIVED ON ACCOUNT OF RETIREMENT) may be deducted to the extent that it is included in income reported on Line 1 (MAXIMUM $4,000.00) Only retirement income which qualifies for a credit on the State of Ohio Income Tax return may be taken as an adjustment on the Indian Hill return.

LINE 4. If you moved into or out of Indian Hill from or to another OHIO location, this amount is computed by multiplying Line 3 by the percentage of time during the year (number of months of non-residency divided by 12) you were a non-resident.

If you moved into or out of Indian Hill from an out-of-state location, Line 4 equals the amount reported to the State of Ohio as income not received in Ohio in Schedule D of the Ohio State Return.

LINE 11. If the amount on Line 11 is less than $5.00 payment need not be made, nor will a refund be given.