

CITY OF MOUNT VERNON  
DIVISION OF INCOME TAX  
3 NORTH GAY STREET  
MOUNT VERNON, OH 43050-3213

**RECONCILIATION OF QUARTERLY RETURNS OF MOUNT VERNON  
INCOME TAX WITHHELD FROM WAGES (FORMS W-1)  
WITH MOUNT VERNON INCOME TAX WITHHOLDING STATEMENTS**

20\_\_\_\_\_

1. Total number of employees as represented by employee's statements transmitted herewith..... \_\_\_\_\_
  
2. Total Mount Vernon income tax withheld from wages during 20\_\_\_\_\_ as shown by employee's statements transmitted herewith .....(A) \$ \_\_\_\_\_
  
3. Total qualifying Mount Vernon wages.....\$ \_\_\_\_\_

4. Total Mount Vernon income tax withheld from wages during 20\_\_\_\_\_ as shown by line 5, Employer's Return of tax Withheld (Form W-1):

QUARTER ended MARCH 31 \$ \_\_\_\_\_

QUARTER ended JUNE 30 \$ \_\_\_\_\_

QUARTER ended SEPT. 30 \$ \_\_\_\_\_

QUARTER ended DEC. 31 \$ \_\_\_\_\_

**TOTAL** (B) \$ \_\_\_\_\_

**NO REMITTANCE REQUIRED WITH THIS FORM**

Note: Any discrepancy between the amounts shown on lines A and B must be fully explained in an attached statement. **COPIES OF W-2'S AND FORMS 1099 MUST ACCOMPANY RECONCILIATION.**

MUST BE FILED ON OR BEFORE THE LAST DAY OF FEBRUARY

The original of this reconciliation form must be filed with the Income Tax Department, City of Mount Vernon, on or before the last day of February. This form must be accompanied by copies of employee's statements (Form W-2) showing: 1) name and address of employee: 2) social security number: 3) qualifying earnings: 4) amount of Mount Vernon Income Tax withheld and 5) name, address and Mount Vernon Income Tax withholding account number of employer. An adding machine tape or some other type of list, listing the

amount of Mount Vernon Income Tax withheld as indicated by individual employees statements, should be attached thereto. A legible copy of commercially printed W-2 forms will be accepted by this Division without specific approval. If the forms have been approved by the Internal Revenue Service and contain the required information for Mount Vernon Income Tax purposes.