

If you need assistance preparing your tax return, you have some options:

- You may call our office (419-885-8940) and we can walk you through the preparation and calculations.
- You can use our online tool.
- You may place your income documents in an envelope along with a phone number and place them in the Utility Drop Box. We will prepare your return for you and contact you when it is completed.
- You can scan and email your documents to tax@cityofsylvania.com (you will want to conceal all but the last 4 digits of your social security number). You may fax your income documents to 419-885-3442. We will prepare your return for you and contact you once it is completed.

The City will follow the IRS deadline for filing and payments, which is currently July 15, 2020.

Any additional questions, please contact our office at **419-885-8940**

Please place all drop offs for the tax office in the Utility Drop Box located outside the first floor entrance.