

EST

QUARTERLY PAYMENT OF ESTIMATED TAX

2025

Name and Address - Please make necessary corrections

[Empty box for Name and Address]

Sylvania Income Tax Division
PO Box 510
Sylvania, OH 43560

Account #
SS/Federal ID #

Due date: April 15, 2025

Payment amount: \$ \_\_\_\_\_

- 1. Your Four (4) 2025 Estimated Declaration Vouchers are included in this package.
Voucher #1, Due April 15, 2025 is at the top of this sheet. Voucher #2, Due June 16, 2025, Voucher #3, Due September 15, 2025 and Voucher #4, Due January 15, 2026 are on the next page.
(Fiscal Year Basis Taxpayers - Please substitute your appropriate dates on vouchers.)
2. Estimated Tax is to be paid in quarterly installments on all earned income with no city withholding tax. No estimated tax payments are necessary if annual tax due is less than \$200.
3. Make sure your remittance for each quarter is included with your Estimate Voucher. Make your checks payable to: City of Sylvania.

Every taxpayer who anticipates any taxable income from any source whatsoever, including business enterprise, subject to the tax imposed by Chapter 171 Sylvania Codified Ordinances 1999 as amended, shall file a declaration setting forth such estimated profit or loss from such business activity together with the estimated tax due thereon, if any.

- (a) Such declaration shall be filed on or before April 15 and thereafter of each succeeding year during the life of this chapter or within three (3) months after the date the taxpayer becomes subject to the tax hereunder for the first time.
(b) Exception: if a taxpayer's taxable income is wholly from wages from which the tax of 1.5% thereon will be withheld and remitted to the City of Sylvania or other city, such taxpayer need not file a declaration. If total yearly tax will be less than \$200.00, the taxpayer need not file a declaration.
(c) The filing of the Declaration of Estimated Sylvania Income Tax requires the taxpayer to pay the tax in quarterly installments with the first payment due April 15 and a similar amount shall be paid for each quarter thereafter, as indicated on each quarterly voucher attached. In case an amended declaration has been duly filed, or the taxpayer is taxable for a portion of the year only, the unpaid balance shall be paid in equal installments on or before the remaining quarterly payment dates for the calendar year.
(d) If the books are kept on a fiscal year basis differing from the calendar year show the number of months you are reporting and the date on which your fiscal year ends. Such declaration shall be filed within four (4) months after the start of each fiscal year or period.
(e) Such declaration shall be filed upon a form furnished by, or obtainable upon request from the Commissioner of Taxation.
(f) The original declaration, or any subsequent amendment thereof, may be increased or decreased on or before any subsequent quarterly payment date provided for herein.

Tax Calculation:

Table with 7 rows for tax calculation: Estimate of Taxable Income, Estimate of Tax Due (1.5% of Line #1), Sylvania Tax Withheld, Other City Tax Withheld, Overpayment, Total Credits, Net Estimated Tax, 90% of Estimated Tax.

Record of Payments

Table with 5 columns: Voucher No., Due Date, Check No., Date Paid, Amount Paid. Rows 1-4 corresponding to due dates: April 15, 2025; June 16, 2025; September 15, 2025; January 15, 2026.

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2025

Name and Address - Please make necessary corrections

Sylvania Income Tax Division  
PO Box 510  
Sylvania, OH 43560

Account #  
SS/Federal ID #

Due date: June 16, 2025

Payment amount: \$ \_\_\_\_\_

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QUARTERLY PAYMENT OF ESTIMATED TAX

2025

Name and Address - Please make necessary corrections

Sylvania Income Tax Division  
PO Box 510  
Sylvania, OH 43560

Account #  
SS/Federal ID #

Due date: September 15, 2025

Payment amount: \$ \_\_\_\_\_

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QUARTERLY PAYMENT OF ESTIMATED TAX

2025

Name and Address - Please make necessary corrections

Sylvania Income Tax Division  
PO Box 510  
Sylvania, OH 43560

Account #  
SS/Federal ID #

Due date: January 15, 2026

Payment amount: \$ \_\_\_\_\_