

### **REGULATION 3**

### **RETURN AND PAYMENT OF TAX**

1. On or before April 15th of each year, every person subject to the provisions of this Ordinance shall make and file with the Commissioner of Taxation a final return on a form furnished by or obtainable from the Commissioner of Taxation. For all taxable years, whether full 12 months or less, all taxpayers who are subject to the income tax of the City of Tiffin must file the return required by Section 191.05(a) regardless of whether their entire tax obligation has been withheld and paid by their employer. (Ord. 87-33. Sec. 2. Passed 7-6-87.)

2. In all returns filed hereunder there shall be set forth the aggregate amount of compensation received and/or net profits earned during the preceding year subject to said tax, together with such pertinent information as the Commissioner of Taxation may require. A return is not considered to be "filed" until all required information and documentation is attached.

3. If the return is made for a fiscal year other than a calendar year, the return shall be made within four months after the end of said fiscal year, whether or not a tax be due thereon.

4. The return shall also show the amount of the tax imposed by the Ordinance on such earned compensation and/or net profits.

5. The taxpayer making the return shall, at the time of filing the return, pay to the Commissioner of Taxation the amount of tax shown to be due and unpaid by the return. If the taxpayer has, at the time of making such final return, overpaid his tax, such taxpayer shall show the amount of overpayment and may in said return either (a) request a refund thereof, or (b) request that the amount thereof be credited against the amount which will be required to be paid by taxpayer on the next succeeding installment

of tax which may become due. No refund may be made to any taxpayer who has failed to comply with any provision of the Ordinance or these Regulations.

6. When any portion of the tax due is deducted at the source and paid to the Commissioner of Taxation by the person making the deduction, a credit equal to the amount so paid shall be deducted from the amount shown to be due, and only the balance, if any, shall be due and payable at the time of the filing of the return.

7. Upon written request of the taxpayer, the Commissioner of Taxation may extend the time for filing the annual return for a period of not more than six months or not more than thirty days beyond any extension requested of and granted by the Internal Revenue Service for the filing of the Federal Income Tax Return.