

NON-FILING INCOME TAX NOTICE

eFile, obtain Tax Forms, a
list of RITA municipalities
and
answers to questions at
www.ritaohio.com

MUNICIPALITY

#BWNFNFN
#0000001113106908#

SEND RESPONSE TO: ATTN: COMPLIANCE DEPARTMENT 198
REGIONAL INCOME TAX AGENCY
PO BOX 470538
BROADVIEW HEIGHTS, OH 44147-0538

RITA is the authorized municipal income tax collection agent for the municipality listed above.

Our records indicate that we have not received an Individual Tax Return for the following tax year(s): 2014, 2015, 2016, 2017
You must file a tax return if you were a resident of a RITA municipality for any part of the tax year(s) shown or if you have income earned in any RITA municipality and did not have tax withheld. ➔

Returns may be electronically filed at www.ritaohio.com

**FAILURE TO RESPOND TO THIS NOTICE MAY RESULT IN THE ISSUE OF A SUBPOENA
OR A TAX LIABILITY FINDING BASED ON INFORMATION SUPPLIED BY THE I.R.S.**

You MUST either submit all applicable ****W-2's**, 1099s, Federal Schedules and Page 1 of Federal Form 1040; electronically file applicable returns; or complete and return this form, stating why you have not filed a return, on or before: April 30, 2019

- * 1. ☐ No taxable income during the tax year(s) of: _____
2. ☐ Military Income Only. (Civilians employed by the military are not exempt from municipal income tax.)
- * 3. ☐ Under 18 years of age for **ALL** of a particular tax year. Date of Birth: ____/____/____
- * 4. ☐ Retired prior to the above tax year(s)..... Date of Retirement: Primary ____/____/____ Spouse ____/____/____
Pension, social security, interest or dividend income is not taxable. All other **earned** income is taxable.
5. ☐ Taxpayer is deceased. Date of Death: Primary ____/____/____ Spouse ____/____/____
6. ☐ Filing jointly with spouse whose name is: _____ Spouse's Social Security Number: _____
- * 7. ☐ Not a resident of _____ during **ALL** of the tax year(s) _____
Partial year residents are required to file a return for the year that they moved into or out of a RITA municipality.
Submit income information for the period of time you lived in a RITA municipality.

**COMPLETE THIS BOX IF YOU MOVED:
CURRENT ADDRESS**

DATE OF MOVE	MO.	DAY	YR.
STREET		APT NO.	
CITY		STATE	ZIP
List PRIOR ADDRESS changes on the back of this form			

*** SPECIAL INSTRUCTIONS/ACCEPTABLE PROOF - SEE BACK.**

The undersigned declares that this statement is true,
correct, and complete for the above tax year(s).

Signature

Spouse's Signature

Date

Date

****Without W2 you will not receive credit for local taxes withheld by your employer.**
If replying by mail or fax, return this form with all required documentation – no staples or tape please.

EFILE OR SEND RESPONSE TO: ATTN: COMPLIANCE DEPARTMENT 198
REGIONAL INCOME TAX AGENCY
PO BOX 470538
BROADVIEW HEIGHTS, OH 44147-0538

www.ritaohio.com
PHONE: (800) 860-7482
FAX: (440) 922-3510
TDD: (440) 526-5332

RITA's eFile
Easy, Fast & Secure
www.ritaohio.com

GENERAL INSTRUCTIONS:

When returning the information requested, you must respond to each year listed. Proof of exemption must be submitted when required. **You must respond to this notice. Failure to respond may result in a tax liability finding based on information supplied to us by the Internal Revenue Service or may result in a subpoena being issued, requiring you to appear and produce documents for inspection.**

* SPECIAL INSTRUCTIONS / ACCEPTABLE PROOF

- #1 from front **No Taxable Income** – Acceptable Proof:
Attach a copy of page 1 of your Federal 1040 return for all years that apply.
If you have Schedule C or Schedule E income or loss, you must file a return.
- #3 from front **Under 18 exemption may not apply** – go to www.ritaohio.com/municipalities/rita-member-list, choose and click municipality for which you are filing, then review the SPECIAL NOTES.
- #4 from front **Retired** – Acceptable Proof:
Attach a copy of page 1 of your Federal 1040 return for all years that apply.
- #7 from front **Non Resident** – Acceptable Proof:
- A. Supply all addresses and move dates for tax year(s) in question in the boxes provided below.
Please Note - If you lived in another RITA municipality you are still required to file an Individual Tax return for the year(s) in question– go to www.ritaohio.com/municipalities/rita-member-list, for a complete list of RITA municipalities.
 - B. Supply copies of utility bills, property tax stubs, leases or deeds
 - C. Any other documentation proving residence
Please Note –If you are (were) not a resident of a RITA municipality for any or all of the year(s) in question, you must still file a return IF you earned income in a RITA municipality and did not have tax withheld or paid to that municipality.

Returns may be electronically filed at www.ritaohio.com. If submitting a paper tax return with this form, you must submit the following, if applicable: W-2s, 1099s, Federal Form 2106, Federal Schedules C, E, F and K-1, and the 1st page of Federal Form 1040

PRIOR ADDRESS IF YOU MOVED:

MO DAY YEAR

DATE OF MOVE IN: ____/____/____

DATE OF MOVE OUT: ____/____/____

ADDRESS: _____

STREET, APT NO

CITY, STATE, ZIP

PRIOR ADDRESS IF YOU MOVED:

MO DAY YEAR

DATE OF MOVE IN: ____/____/____

DATE OF MOVE OUT: ____/____/____

ADDRESS: _____

STREET, APT NO

CITY, STATE, ZIP

If additional space is required for move information, please attach a separate sheet.