

## WITHHOLDING TAX RECONCILIATION

Village of McDonald  
Income Tax Department  
FORM W-3

1. Total number of employees \_\_\_\_\_
2. Total payroll for the year \$ \_\_\_\_\_
3. Less payroll not subject to tax \$ \_\_\_\_\_
4. Payroll subject to tax \$ \_\_\_\_\_
5. Withholding tax liability @ 2% of Line 4 \$ \_\_\_\_\_

- |   |          |
|---|----------|
| Total McDonald Income Tax Withheld Tax Year | _____    |
| First quarter ending March 31               | \$ _____ |
| Second quarter ending June 30               | \$ _____ |
| Third quarter ending September 30           | \$ _____ |
| Fourth quarter ending December 31           | \$ _____ |
| 6. Total remitted for the year              | \$ _____ |
| 7. (a) Overpayment                          | \$ _____ |
| (b) Additional Tax Due                      | \$ _____ |

**INCOME TAX OFFICE USE ONLY:**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
AUTHORIZED SIGNATURE

### INSTRUCTIONS

**Attach Federal W-2 Form or electronic reproductions bearing the required information in either card or listing form.**

**If item 7(a) above indicates overpayment and refund is desired, attach explanation and request to this Form. If additional tax due is indicated, attach payment when filing.**

The tax ordinance requires the annual preparation and filing of this report from all employees subject to the tax. Reports must be mailed to the Village of McDonald Income Tax Department, 451 Ohio Avenue, McDonald, Ohio 44437 on or before January 31st.