

Income Tax Department 150 E High Ave Suite 041 New Philadelphia, OH 44663

Refund Request Form for Non-Resident Taxpayers

Tax Year_____

Name:_____

Social Security #:_____

Current Address:_____

Calculation formula for non-residents: Attach all supporting documentation ***TO BE COMPLETED BY TAXPAYER***

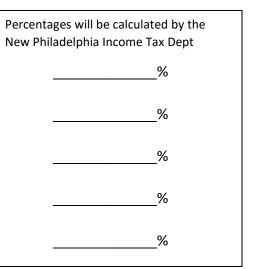
Days worked in New Philadelphia	
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City/Village worked			Days or hours
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City/Village worked			Days or hours
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City/Village worked	Days or hours

City/Village worked	Days or hours



TO BE COMPLETED BY THE NEW PHILADELPHIA INCOME TAX DEPARTMENT				
Total percentage of time taxable to New Philade	elphia			%
Largest Wage \$	X	_%	=	taxable to New Phila
New Phila Taxable Wages \$		X	1.50% = \$	tax due
New Phila Income Tax Withheld	\$			
- <u>Tax Due</u>				
= Refund Due to Non Resident				

Employed By:			
For the following Period (Dates):	From: To:		
Attach an Employer's Schedule of da	ates and Locations Worked Outside New Philadelphia		
	M FOR A REFUND OF NEW PHILADELPHIA CITY INCOME TAX AND DECLAI FORMATION GIVEN IS TRUE AND COMPLETE.	RES THAT	
Date Signed	Phone		
	nt's Signature		
	Certification of Employer		
upon our knowledge or the employee's hereby certify that no portion of this ta adjustment to our withholding account	e. The employee's claim for refund of New Philadelphia tax is valid s records and/or our knowledge of the employee's work location(s ix has been or will be refunded directly to the employee and that i with the City of New Philadelphia has been or will be made for th Federal ID #	s). I no nis tax.	
Signed	Titla		
Officer or Authorized Representat			
Phone	Date		
	8.05 and 719.19 AND New Philadelphia Income Tax Ordinances 1 tax withheld by an employer for non-resident individuals must b		
1. Completed only the required secti	on of the refund request form with signature.		
2. Attach a copy of form W-2(s).			
	s/hours worked in New Philadelphia		
4. Employer's schedule of dates and	locations worked outside New Philadelphia must be attached. If	you are	

- 4. Employer's schedule of dates and locations worked outside New Philadelphia must be attached. If you are requesting a refund for time worked in another municipality, then the tax became due in that municipality and the City of New Philadelphia will forward a copy of the refund to that municipality for their records. If an employer's schedule with dates and locations worked outside New Philadelphia is unavailable, a maximum of 75% refund can be issued, subject to review by the Income Tax Administrator.
- 5. Certification of Employer must be completed.

Please allow 90 days for the processing of your refund request

Refunds are permitted only when municipal income tax has actually been paid by your employer to the City of New Philadelphia. Refunds of tax paid by the taxpayer (not withholding by an employer) may be requested by submitting a City of New Philadelphia Income Tax Return. Refunds of tax withheld by an employer for persons under age 18 may be requested by submitting the City of New Philadelphia Income Tax Return.