

# City of Springdale

## Tax Department

KATHY McNEAR  
Clerk of Council / Finance Director

JEFFREY T. WILLIAMS  
Finance Officer / Tax Commissioner

DERRICK PARHAM  
City Administrator

---

### BUSINESS REGISTRATION

Account Number \_\_\_\_\_ (Tax Office will provide)

1. Corporate/Business Name: \_\_\_\_\_

2. DBA if applicable: \_\_\_\_\_

3. Name & Address of Franchiser if applicable \_\_\_\_\_

4. Description of Business/Contract Activity: \_\_\_\_\_

5. If filing on a Completed Contract basis, please provide estimated completion date \_\_\_\_\_

6. Form of Business Entity (circle one): Corporation Partnership Sole Proprietor S-Corp LLC  
\*\*\*If LLC what Federal reporting form will be filed? \_\_\_\_\_

7. Social Security or Federal I.D. Number: \_\_\_\_\_

8. Date of Fiscal Year End: \_\_\_\_\_ Date Springdale Work/Business Began: \_\_\_\_\_

9. Name of Contact regarding taxes: \_\_\_\_\_ Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

10. Springdale Address/Location: \_\_\_\_\_

11. Mailing Address for Net Profit Forms: \_\_\_\_\_

12. Are you a dealer in intangibles? YES \_\_\_\_\_ NO \_\_\_\_\_ If yes, please attach copy of OHIO FORM 980.

13. Will you have employees in Springdale? (circle one): YES (Date Started \_\_\_\_\_) NO  
**PLEASE ATTACH LIST WITH NAME, ADDRESS & DOLLAR AMOUNT PAID FOR ALL SUBS USED.  
IF THIS IS COURTESY WITHHOLDING FOR RESIDENT, PLEASE PROVIDE NAMES & ADDRESSES.**

14. Mailing Address for Payroll Forms: \_\_\_\_\_  
**IF YOU WILL YOU HAVE LEASED EMPLOYEES IN SPRINGDALE, PLEASE ATTACH LIST OF NAMES  
& ADDRESSES FOR ALL LEASING COMPANIES USED.**

15. Names, SS#'s and Titles of Officers : \_\_\_\_\_

Completed By: \_\_\_\_\_ Title: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# City of Springdale

## Tax Department

KATHY McNEAR  
Clerk of Council / Finance Director

JEFFREY T. WILLIAMS  
Finance Officer / Tax Commissioner

DERRICK PARHAM  
City Administrator

---

Dear Member of the Business Community,

The City of Springdale levies a one and a half percent (1.5%) earnings tax on all sales, work performed, or services rendered within the City. Filing of a City of Springdale annual income tax return is required by the Tax Ordinance if you have conducted business within the City of Springdale during the year whether or not any tax is due.

Tax returns are due on April 15 of the subsequent year (or on the 15th day of the fourth month after the fiscal year-end). Also, beginning January 1, 2016, 90% of the tax liability is required to be paid by December 15 (or 15 days prior to the fiscal year-end). Forms, extension requests, a complete listing of taxable/non-taxable items and other information regarding the Tax Ordinance is available upon request or at the web-site [www.springdale.org](http://www.springdale.org).

The Tax Ordinance also requires withholding from the gross wages paid to any employee who works at a Springdale location. Employers are liable for this tax whether or not it has been withheld.

The City of Springdale is pleased that you have chosen to conduct business here and the Tax Department wants to do everything necessary to help you comply with the Tax Ordinance. If you have any questions, require assistance with the completion of this registration, with the preparation of your Springdale tax forms, or if you need additional information or forms please contact us at the number listed below.

Very truly yours,  
New Accounts Clerk,  
Springdale Tax Commission