



CITY OF DUBLIN.

"It's Greener in Dublin"

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

# City of Dublin Business Registration

The information requested on this form is essential to the establishment of your account and will be held in strict confidence. Please complete, sign and return it to the City of Dublin Taxation, P.O. Box 9062, Dublin, Ohio 43017-0962 within 10 days. If you have any questions, please contact City of Dublin Taxation @ 614-410-4434 Fax: 614-923-5554.

## Type of Organization (Please check one)

Corporation  Partnership  Non-Profit  Limited Liability Co (LLC)  Other (Please Explain)

If limited Liability Company (LLC) will partners or individuals file? \_\_\_\_\_

Federal ID # \_\_\_\_\_ Social Security # \_\_\_\_\_ (If sole Proprietor)

Business Name \_\_\_\_\_ dba \_\_\_\_\_

Street Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number # \_\_\_\_\_ Fax # \_\_\_\_\_ Type of Business \_\_\_\_\_

NAICS Code \_\_\_\_\_ (1120S Box B, 1120 Schedule K line 2A and 1065 Box C)

List Social Security Number and name of Corporate Officers and/or Partners (addresses' if partnership)

Name \_\_\_\_\_ SSN \_\_\_\_\_

Street Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Name \_\_\_\_\_ SSN \_\_\_\_\_

Street Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

If additional space is needed please send an attachment.

Do you have a location within the City limits of Dublin  Yes  No

If yes, please give the address of Dublin location, if not sure call 614-410-4460 to verify

Street Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date operations will begin in Dublin \_\_\_\_\_ Number of employees at Dublin location \_\_\_\_\_

Do you wish for your forms to be sent to another location  Yes  No

If Yes please give the address

Street Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please check an appropriate box

Employees work within city limits of Dublin – Withholding rate is 2.00%

Your business performs no work in Dublin and Dublin taxes are deducted only from those employees who reside in Dublin.

No Employees

Are you currently using a payroll processing company  Yes  No

If yes, your Dublin Income Tax Account Number is your FIN number.

If yes, please indicate company name, contact person and phone number \_\_\_\_\_

Please indicate deposit frequency. If a withholding service is being used advise them to withhold accordingly.

Quarterly (under 100.00/month)  Monthly (over 100.00/month)  Semi Monthly (over \$1,000/month)

If you are other than a calendar year filer, indicate the month your fiscal year ends \_\_\_\_\_

Person to contact regarding this account \_\_\_\_\_ Phone # \_\_\_\_\_

Please note: Dublin is not a pure zip code for taxing purposes, if you have any questions regarding what tax district you are in, please call and we will be happy to verify this information for you. Forms are available on our Web site [www.dublin.oh.us](http://www.dublin.oh.us)