

2016 Individual Tax Return

OR

FISCAL PERIOD _____ TO _____

Amended Return

File on or before **April 18, 2017** – Filing **required** even if no tax is due.
Fiscal Year Due on 15th Day of 4th Month After Year End

City of Blue Ash Tax Office

Phone: (513) 745-8516

Fax: (513) 745-8651

Website: www.blueash.com

Email: blueashtax@blueash.com

Remit To: 4343 Cooper Road
Blue Ash, OH 45242

THIS SPACE IS FOR OFFICIAL USE ONLY

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Taxpayer's SSN _____ - _____ - _____
 Spouse's SSN _____ - _____ - _____
 Spouse's Name _____
 Phone# _____ Other# _____
 If you have moved since your last filing, give date:
 Into Blue Ash _____ Out of Blue Ash _____
 Should your account be inactivated?
 Reason: _____

Part A Tax Calculation for 2016

TAX OFFICE

Income	1. Total Qualifying Wages, (from Worksheet A on page 2) - Attach W-2 Forms	1.	\$
	2. Less Employee Deductions (Limitations apply) - Attach Form 2106 and Fed Sch A	2.	\$
	3. Taxable Wages Before Adjustment (Line 1 minus Line 2)	3.	\$
	4. Less Nontaxable Income (part year or non-residents only) (provide calculations)	4.	\$
	5. Taxable Qualified Wages (Line 3 minus Line 4)	5.	\$
	6. Other Income or (Loss) From Federal Schedules C, E, F, K-1, 1099-MISC (Worksheet B, Line 6)	6.	\$
	7. Blue Ash Taxable Income (Line 5 plus Line 6)	7.	\$
Tax	8. Blue Ash Income Tax (Multiply Line 7 by 1.25% [.0125])	8.	\$
Credits and Pmts	9. a. Blue Ash Tax Withheld (per W-2s or see Worksheet A)	9a.	\$
	b. Estimates Paid (including credit from previous year)	9b.	\$
	c. Credit for Other City Taxes Withheld (Limitations apply, Wksht A)	9c.	\$
	d. Credit for Other City Taxes Paid (Limitations apply, Wksht C)	9d.	\$
10. Total Payments and Credits (Lines 9a + 9b + 9c + 9d)	10.	\$	
Owa. Refund, or Credit	11. Tax Due (Subtract Line 10 from Line 8)	11.	\$
	12. Overpayment (Line 10 greater than Line 8)	12.	\$
	13. Amount to be Refunded (Amounts \$10 or less will not be refunded)	13.	\$
	14. Amount to be Credited to Next Year (Amounts \$10 or less will not be credited) ..	14.	\$

Part B Declaration of Estimated Tax for 2017 – Mandatory if estimated liability is \$200.00 or more

Next Year	15. Total estimated income subject to tax	15.	\$
	16. Blue Ash Income Tax Declared (Multiply Line 15 by 1.25% [.0125])	16.	\$
	17. Estimated Local Taxes Withheld from Wages (Not to exceed 1.25% of those wages taxed)	17.	\$
	18. Net Tax Due (Line 16 minus Line 17) STOP if this amount is zero	18.	\$
	19. First Quarter Declaration Due (See instructions, minimum due is 22.5%)	19.	\$
	20. Less credits (from Line 14 above)	20.	\$
Due	21. Net First Quarter estimated tax due if Line 19 minus Line 20 is greater than zero*	21.	\$
22. TOTAL AMOUNT DUE —Line 11 plus Line 21 (Payable to Blue Ash Income Tax Office)			\$

TAX OFFICE USE	Tax	Penalty	Interest	Late	months	TOTAL DUE \$
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**Subsequent estimated quarterly payments are due by the 15th of June, September and December.*

The undersigned declares that this return (and accompanying schedules) is a true, correct and complete return for the taxable period stated and that the figures used herein are the same as used for Federal Income Tax purposes.

Signature of Taxpayer (Required)

Signature of Spouse (Required if Joint Return)

Signature of Preparer (if other than Taxpayer)

Name and Address of Preparer

Yes, Blue Ash may contact the Preparer shown.

TO PAY BY CREDIT CARD: Enter number, CVV, Expiration



No. _____

Security Code _____ Exp (MM/YY) _____

WORKSHEET A - SALARIES, WAGES, TIPS, AND OTHER COMPENSATION PER W-2(S)

Attach copies of all: W-2s (both pages if more than one), and if applicable: Federal 2106, Federal Schedule A, Refunds from other municipalities

	COLUMN A	COLUMN B	COLUMN C	COLUMN D	COLUMN E
Employer	City Where Employed	W-2 Box 5 Medicare Wages (If blank use Box 18)	2106 Expenses (if any) - Limited	Blue Ash Tax Withheld	Other City Tax Withheld (Max 1.25% - see instructions)
Totals		\$	\$	\$	\$

enter Pg. 1, Ln. 1

enter Pg. 1, Ln. 2

enter Pg. 1, Ln. 9a

enter Pg. 1, Ln. 9c

WORKSHEET B - BUSINESS INCOME or LOSS

Attach copies of all Federal Forms and Schedules that support amounts entered below

		COLUMN A	COLUMN B	COLUMN C
	Schedules	Income / (Loss) from Federal Schedules	Blue Ash Percentage	Blue Ash Taxable Income (Column A x Column B)
B1.	Schedule C - Business Income (A separate allocation schedule is required for each Schedule C).		%	
B2.	Schedule E - Rental Income Residents enter profit/loss from all properties. Nonresidents enter only profit/loss from Blue Ash properties.		%	
B3.	Schedule K-1 - Partnership Income (Residents enter profit/loss from entities that do not withhold Blue Ash tax on entire distributive share)		%	
B4.	Miscellaneous Income – 1099-MISC, W-2G, Schedule F, etc.		%	
B5.	Blue Ash Net Operating Loss Claimed to Offset Current Year Business Income 2011(____)+ 2012(____)+ 2013(____)+ 2014(____)+ 2015(____)			
B6.	Total Income (Loss) (Combine Lines B1 through B5 and enter this amount on Page 1, Line 6)	\$		\$

enter Pg. 1, Ln. 6

WORKSHEET C – CALCULATION OF CREDIT FOR TAXES PAID TO OTHER MUNICIPALITIES FOR NON W-2 INCOME ONLY

Attach copies of all other municipal filings

Income Source	Municipality (Not Blue Ash)	Taxable Income (attach other municipal return)	Taxed by Blue Ash	Credit for Taxes Paid to Another Municipality LIMITED, Max 1.25% - see instructions
Totals		\$	\$	\$

enter Pg. 1, Ln. 9d

SCHEDULE Y - BUSINESS APPORTIONMENT FORMULA

For nonresidents who earn a portion of net profits in Blue Ash.

		a. Located Everywhere	b. Located in Blue Ash	c. Percentage (b / a)
STEP 1.	Average Original Cost of Real and Tangible Personal Property	_____	_____	
	Gross Annual Rent Paid Multiplied by 8	_____	_____	
	TOTAL STEP 1	\$ _____	\$ _____	%
STEP 2.	Wages, Salaries, and Other Compensation Paid	\$ _____	\$ _____	%
STEP 3.	Gross Receipts: Sales Made and/or Services Performed	\$ _____	\$ _____	%
STEP 4.	Total Percentages. (Add Percentages from Steps 1-3)			%
STEP 5.	Apportionment Percentage (Divide Total Percentage by Number of Percentages Used)			%

CITY OF BLUE ASH INCOME TAX RETURN INSTRUCTIONS - INDIVIDUAL

****MANDATORY FILING BEGINNING 2016 TAX YEAR****

All residents 18 and over are now required to file a Blue Ash tax return even if no tax is owed.

This form is to be used by individuals who receive income reported on federal forms W-2, 1099-MISC, W-2G and/or schedules C, E, F or K-1. Individuals who file as Sole Proprietors or Single Member LLCs should also use this form.

GENERAL INFORMATION

Extension Requests: Federal extensions will extend to the Blue Ash return (6 months). If no federal extension is granted, a taxpayer may request a Blue Ash extension by the filing due date. An extension to file is not an extension to pay. Penalty and interest will apply to all payments received after the return due date.

Estimated Payments: First quarter due with return, quarters 2, 3, 4 due by June 15th, September 15th, December 15th.

Qualifying wages: generally include amounts reported in the Medicare wage base (the amount in Box 5 on the W-2) plus supplemental unemployment compensation benefits described in Section 3402(o)(2) of the Internal Revenue Code and compensation of pre-1986 employees exempt from Medicare that is not included in the Medicare wage base solely because of the Medicare grandfathering provision.

Supporting Documents: Provide copies of federal form 1040 and all other federal forms and schedules used to compute your local tax. All W-2s must be included. If a W-2 has 2 pages, send both pages. Missing forms may delay processing or result in disallowance of credits or deductions. Please do not staple these forms to the tax return.

Part A - Tax Calculation

LINE 1: Enter the total qualifying wages, usually the amount shown on the W-2 in Box 5 Medicare wages. For multiple W-2's complete Worksheet A on page 2 of return.

LINE 2: Enter the amount of unreimbursed employee business expenses. If using Worksheet A, enter the amount from column C. Note: the deduction is limited to the amount deducted on your federal return including the 2% limit. You must include copies of Federal Form 2106 or 2106EZ and Federal Schedule A to support the deduction. If wages are allocated between cities, 2106 expenses must also be allocated and tax credit shall be adjusted accordingly.

LINE 3: Line 1 minus Line 2.

LINE 4: Part year or nonresidents only: For partial year residents deduct the amount of gross wages included on Part A, Line 1 that was earned outside of Blue Ash during the period when you were not a resident. If accurate records are not available, you may prorate your taxable income by dividing the number of days lived in Blue Ash by the total days in the year. For nonresidents, include a schedule of calculations and an itinerary of days worked outside Blue Ash, listing the dates and the location of the work site.

LINE 5: Line 3 minus Line 4.

LINE 6: Other Income or Loss. Complete **Worksheet B** on page 2 of return

- B1. Schedule C- Business Income: Residents are subject to Blue Ash tax on all business income no matter where earned. Nonresidents of Blue Ash must multiply the net profit or loss from each Schedule C by the apportionment percentage derived on Schedule Y to determine the Blue Ash Taxable Income (Loss). Combine the profits and losses from all businesses reported on Schedule C.
- B2. Schedule E-Rental Income: Blue Ash residents report all profits or losses from rental property no matter where property is located. Nonresidents of Blue Ash report profits or losses only from properties located within Blue Ash.
- B3. Flow-through Profits or Losses: The tax is levied on the partners, members or other owners of a flow-through entity excluding S-Corporations. Businesses operating in Blue Ash are required to report the portion of net profit earned in Blue Ash and to remit the tax on behalf of all their partners. Residents of Blue Ash are to report their distributive shares of income or loss.
- B4. Other Income: Please provide documentation such as copies of federal schedules or Forms 1099-MISC not already reported on Schedule C. Also taxable are all prizes, awards and income derived from gaming, wagering, lotteries or schemes of chance by residents, regardless of where derived or by nonresidents from sources in the municipality and as reported on IRS Form W-2G, IRS Form 5754 or any other form required by the Internal Revenue Service to report such prizes, awards and income. (1099s reporting interest, dividends & retirement income are NOT taxable.)
- B5. NOL Carryforward: Enter the amount of net operating losses apportioned to Blue Ash and claimed on this year's tax return. Operating losses may be carried forward for a maximum period of five tax years. Use worksheet B on page 2 of the return or provide a separate schedule of the applicable losses for each year.
- B6. Total Income (Loss): Add all the profits and deduct the losses in the Blue Ash Taxable Income column C. Enter total income or loss on Part A, Line 6.

LINE 7: Line 5 plus Line 6. **(A net loss reported on Line 6 may not be used to offset W-2 income from Line 5).**

LINE 8: Multiply Line 7 by 1.25% [.0125].

LINE 9a: Enter the amount of Blue Ash Tax withheld by employers. Worksheet A, Column D.

LINE 9b: Enter the total amount of paid estimated tax payments, any amounts paid with an extension and any prior year overpayments. Estimated payments may be subject to the underpayment of estimated tax penalty.

LINE 9c: From **Worksheet A, Column E** on page 2 of return

Enter the amount of taxes withheld for or paid to another municipality, subject to the following limitations.

Residents of the City of Blue Ash may claim a credit for taxes paid to another municipality up to 1.25% of those wages actually taxed on the W-2. Credit is limited to the other local tax rate used (no more than 1.25%) multiplied by the wages actually taxed per each individual W-2. Credit is not allowed for the portion of taxes withheld exceeding 1.25% paid to municipalities with higher tax rates (example; City of Norwood tax rate is 2%. The difference of .75% excess may not be used as credit to offset other W-2 income).

Part-year residents may claim taxes paid to other cities for the part of the year they were a Blue Ash resident. Provide documentation in the form of W-2s or tax returns submitted to other municipalities. Partners claiming credit for taxes withheld or otherwise paid to another municipality by a partnership must provide documentation to support this credit. Nonresidents may not claim taxes paid to another municipality.

Please note: if any other wage base is used besides total Qualifying Wages (usually Box 5 of a W2) and/or if it is not fully withheld at that municipality's tax rate, adjustments could be made to your tax return.

LINE 9d: Complete **Worksheet C** on page 2 of return

Enter the amount of taxes paid to another municipality, subject to the following limitations.

Residents of the City of Blue Ash may claim a credit for taxes paid to another municipality up to 1.25% of the non W-2 income actually taxed per the other municipality's return. Credit is limited to the local tax rate used (no more than 1.25%) multiplied by the income actually taxed per each individual municipal return.

Nonresidents may not claim taxes paid to another municipality.

LINE 10: Add Lines 9a, 9b, 9c and 9d.

LINE 11: If Line 8 is greater than Line 10, enter the tax due. Payment is not required if the amount is \$10 or less.

LINE 12: If Line 10 is greater than Line 8, enter the overpayment.

LINE 13: Enter the amount from Line 12 to be refunded. Amounts \$10 or less will not be refunded.

LINE 14: Enter the amount from Line 12 to be credited to the next year's estimated tax liability. Amounts \$10 or less will not be credited.

Part B - Declaration of Estimated Tax for Next Year – Mandatory if estimated liability is \$200 or more

LINE 15: Enter the amount of estimated taxable income for next year.

LINE 16: Multiply Line 15 by 1.25% [.0125] to determine the total estimated tax due for next year.

LINE 17: Enter the estimated amount of Blue Ash and other allowable municipal taxes to be withheld from wages.

LINE 18: Line 16 minus Line 17

LINE 19: Option 1 – Divide line 18 by 4 to pay 25%, to be on track to pay 100% of the estimated liability by December.
Option 2 – Multiply Line 18 by 22.5% [.225] to be on track to pay 90% of the tax liability by December.

LINE 20: Enter the amount of credits from Line 14.

LINE 21: Enter and remit the net estimated tax due if Line 19 minus Line 20 is greater than zero.

This is the first of four quarterly estimated tax payments. The second payment is due on **June 15th** and is equal to the amount on line 19 less any overpayment still available from prior years. The third payment is due **September 15th** and the final estimated payment is due **December 15th**. The total amount paid by December 15th must equal a minimum of 90% of the tax liability. Failure to remit timely estimated payments may result in charges of interest and penalties.

LINE 22: Total amount due with return - Combine Line 11 and Line 21

Make Checks Payable to: **Blue Ash Income Tax Office**
Mail to: **4343 Cooper Road, Blue Ash OH 45242**