

# 2017 Business Tax Return

## City of Blue Ash

Income Tax Office  
4343 Cooper Road  
Blue Ash, OH 45242

Phone: (513) 745-8516  
Fax: (513) 745-8651  
Website: [www.blueash.com](http://www.blueash.com)  
Email: [blueashtax@blueash.com](mailto:blueashtax@blueash.com)

OR

FISCAL PERIOD \_\_\_\_\_ TO \_\_\_\_\_

Amended Return

FINAL RETURN Reason: \_\_\_\_\_

File on or before **April 17, 2018**  
Fiscal Year Due on 15<sup>th</sup> Day of 4<sup>th</sup> Month After Year End

THIS SPACE IS FOR OFFICIAL USE ONLY

Did you file a City return last year?  
 YES  NO

Is this a combined corporate return?  
 YES  NO

Should your account be inactivated?  YES  NO  
If YES, please explain:

Name \_\_\_\_\_  
Address 1 \_\_\_\_\_  
Address 2 \_\_\_\_\_  
Address 3 \_\_\_\_\_  
Blue Ash Acct# \_\_\_\_\_

FID# \_\_\_\_\_ - \_\_\_\_\_

Phone # \_\_\_\_\_

Filing Status (Check one)

C-Corporation  S-Corporation  
 LLC  Partnership/Association

Partial Year: Start date \_\_\_\_\_ End Date \_\_\_\_\_

### Part A TAX CALCULATION

1.	Adjusted Federal Taxable Income (Attach Copy of Federal Return) Form _____ Line _____	1.	\$	<b>TAX OFFICE</b>
2.	Adjustments (From Schedule X, Line M)	2.	\$	
3.	Taxable income before apportionment (Line 1 plus/minus Line 2)	3.	\$	
4.	Apportionment percentage (From Schedule Y, Step 5) _____%			
5.	Blue Ash taxable income (Multiply Line 3 by Line 4)	5.	\$	
6.	Net operating loss carry-forward claimed. Limited to five years (From Schedule Y-2)	6.	\$	
7.	Amount subject to Blue Ash income tax (Line 5 plus/minus Line 6)	7.	\$	
8.	Blue Ash income tax (Multiply Line 7 by 1.25% [.0125])	8.	\$	
9.	a. Estimates paid on this year's liability	9a.	\$	
	b. Credits applied to this year's liability	9b.	\$	
10.	Total payments and credits (Lines 9a + 9b)	10.	\$	
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 2018 – Mandatory if estimated Liability is \$200.00 or more

15.	Total estimated income subject to tax	15.	\$	<b>TAX OFFICE</b>
16.	Blue Ash income tax declared (Multiply Line 15 by 1.25% [.0125])	16.	\$	
17.	First Quarter Declaration due before credits (See instructions, minimum due is 22.5%)	17.	\$	
18.	Less credits (from Line 14 above)	18.	\$	
19.	Net estimated tax due if Line 17 minus Line 18 is greater than zero*	19.	\$	
20.	<b>TOTAL AMOUNT DUE</b> —Line 11 plus Line 19 ( <b>Payable to Blue Ash Income Tax Office</b> )		\$	

TAX OFFICE USE	Tax	Penalty	Interest	Late	months	TOTAL DUE \$
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**\*Subsequent estimated payments are due by the 15<sup>th</sup> day of the final month of each quarter following each quarter of the taxable year. Calendar Year Filer Due Dates: June 15<sup>th</sup>, September 15<sup>th</sup>, and final by December 15<sup>th</sup>**

Check here if we may contact the tax preparer directly with questions regarding the preparation of this return.

**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 Person Preparing Return \_\_\_\_\_ Date \_\_\_\_\_ Signature of Taxpayer Officer or Agent \_\_\_\_\_ Date \_\_\_\_\_

Printed Name of Person Preparing Return \_\_\_\_\_ Phone Number \_\_\_\_\_ Printed Name of Taxpayer Officer or Agent \_\_\_\_\_ Phone Number \_\_\_\_\_

Address of Preparer \_\_\_\_\_

**SCHEDULE X—RECONCILIATION WITH FEDERAL INCOME TAX RETURN – See Instructions**

ITEMS NOT DEDUCTIBLE	ADD	ITEMS NOT TAXABLE	DEDUCT
A. Capital Losses (Sec 1221 or 1231 included) .....	\$ _____	I. Capital Gains .....	\$ _____
B. Taxes on or measured by net income .....	_____	J. Intangible income .....	_____
C. Guaranteed Payments to partners, retired partners, members or other owners. ....	_____	K. Other income exempt (Explain) .....	_____
D. Expenses attributable to non-taxable income (5% of Line J.) .....	_____	_____	_____
E. Real Estate Investment Trust distributions.	_____	_____	_____
F. Owners' Benefits	_____	_____	_____
Federally deducted amounts for qualified Self-Employment Retirement Plans or Health and Life Insurance Plans for owners or owner-employees .....	_____	_____	_____
G. Other (See Instructions) .....	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>H. Total additions</b>	<b>\$ _____</b>	<b>L. Total deductions</b>	<b>\$ _____</b>
<b>M. Combine Lines H and L and enter net on Page 1, Line 2</b>			<b>\$ _____</b>

**SCHEDULE Y—BUSINESS APPORTIONMENT FORMULA – See Instructions**

	a. Located Everywhere	b. Located in Blue Ash	Percentage (b / a)
STEP 1. Original cost of real and tangible personal property .....	_____	_____	
Gross annual rentals paid multiplied by 8 .....	_____	_____	
TOTAL STEP 1 .....	_____	_____	%
STEP 2. Wages, salaries, and other compensation paid See Schedule Y-1 Below .....	_____	_____	%
STEP 3. Gross receipts from sales made and services performed .....	_____	_____	%
STEP 4. Total percentages (Add percentages from Steps 1-3) .....			%
STEP 5. Average percentage (Divide total percentage by number of percentages used—Carry to Page 1, Line 4) .....			%

**SCHEDULE Y-1 RECONCILIATION TO BLUE ASH FORM W-3 (WITHHOLDING RECONCILIATION)**

Total wages allocated to Blue Ash (from Federal Return or apportionment formula Schedule Y Step 2) .....

Total wages shown on Blue Ash Form W-3 (Withholding Reconciliation)...Account # .....

Please explain any difference:

Are there any employees leased in the year covered by this return?  YES  NO

If YES, please provide the name, address and FID number of the leasing company.

Name \_\_\_\_\_ Address \_\_\_\_\_

FID Number \_\_\_\_\_

**SCHEDULE Y-2 ALLOCABLE LOSSES FROM PREVIOUS YEARS' INCOME TAX RETURNS**

TOTAL  
(to Page 1, Line 6)

Year 2012 \_\_\_\_\_ Year 2013 \_\_\_\_\_ Year 2014 \_\_\_\_\_ Year 2015 \_\_\_\_\_ Year 2016 \_\_\_\_\_ = \$ \_\_\_\_\_

# CITY OF BLUE ASH INCOME TAX RETURN INSTRUCTIONS - BUSINESS

## GENERAL INFORMATION

This form is to be used by all entities, even if no tax is due, other than sole proprietorships and single member limited liability companies. Sole proprietors and single member limited liability companies should file on the Individual Income Tax Return.

**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 15<sup>th</sup>, September 15<sup>th</sup>, December 15<sup>th</sup>.

## Required Information and Documents:

1. Filing Period: Indicate the year of the tax return with beginning and ending dates. Fiscal year taxpayers should use the beginning year of the fiscal period as the year of the tax return. Indicate if this is an amended return or a final return. If a final return, then provide a reason.
2. Complete all check boxes and answer all questions. Did you file a Blue Ash return in the previous year? Is this a combined corporate return? Should the account be inactivated? If so, provide an explanation. If you sold the business, provide the name, address and phone number of the purchaser on a separate attachment.
3. Provide the business name, address and EIN/FID number (or make corrections if using a pre-printed form). Also include the Blue Ash account number.
4. Identify the filing status of the business. (C-Corp, S-Corp, LLC, Partnership/Association)
5. Provide copies of all federal forms and schedules. If amending, provide the amended federal return and/or Internal Revenue Service audit documentation.

## Part A – TAX CALCULATION

**LINE 1:** Enter the Adjusted Federal Taxable Income (AFTI) from the appropriate federal form as follows:

- Form 1120, Line 28
- Form 1120S, Schedule K, Line 18
- Form 1065, Analysis of Net Income (Loss), Line 1

**LINE 2:** Enter the total adjustments from Schedule X, Line M on page 2 of the return.

### **Schedule X – Reconciliation with the Federal Return**

#### ADD – Items not Deductible and Included in Line 1

- A. Enter the amount included in Line 1 of the Business Tax Return related to the sale, exchange, or other disposition of an asset described in section 1221 or 1231 of the Internal Revenue Code. This would include the 1231 loss reported on Form 4797.
- B. Enter any taxes on or measured by net income included as a deduction in computing Line 1.
- C. Enter any guaranteed payments or similar payments made to partners, members or other owners that were deducted in arriving at the income amount on Line 1. This includes amounts related to self-employed retirement plans and health or life insurance for an owner or owner-employee.
- D. Enter 5% of the intangible income included in Line 1 of the Business tax return that is not directly related to the sale, exchange or other disposition of property described in Section 1221 or 1231 of the Internal Revenue Code.
- E. Add Real Estate Investment Trust distributions allowed as a deduction in the computation of Federal Taxable Income.
- F. Enter any amounts deducted on the Federal return for owners' benefits, such as qualified self-employment retirement plans, health insurance plans, or life insurance for owners or owner-employees.
- G. Other. Please provide a complete explanation. Examples: losses from flow-thru entities, charitable contribution deducted above the 10% corporation limitation.
- H. Add Lines A through G.

#### DEDUCT – Items not Taxable and Included in Line 1

- I. Enter the amount of the income that is included on Line 1 of the Business Tax Return that is directly related to the sale, exchange, or other disposition of an asset described in Section 1221 or 1231 of the Internal Revenue Code less the income and gain included in this amount that is described in Section 1245 or 1250 of the Internal Revenue Code.

- J. Enter the total amount of intangible income included in Line 1 of the Business tax return that is not directly related to the sale, exchange or other disposition of property described in Section 1221 or 1231 of the Internal Revenue Code. Intangible income generally includes, but is not limited to interest, dividends, copyrights and patents.
- K. If Line 1 of the return includes other income exempt from municipal tax, enter on this line and provide an explanation.
- L. Add Lines I-K.
- M. Deduct Line L from Line H. Insert the net amount as an addition (or deduction) on Page 1, Line 2.

**LINE 3:** Line 1 plus or minus Line 2.

**LINE 4:** Enter the apportionment percentage from Step 5 of Schedule Y (ORC 718.02) on page 2 of the return.

### **Schedule Y – Apportionment to Blue Ash**

Step 1. Compute the percentage of the original average cost of the real and tangible personal property owned or used by the taxpayer in the City of Blue Ash during the taxable period to the original average cost of all of the real and tangible personal property owned or used by the taxpayer during the same period, wherever situated.

Real property shall include property rented or leased by the taxpayer. The value of such property shall be determined by multiplying the annual rental thereon by eight.

Step 2. Compute the percentage of total personal compensation paid during the period for services performed in the City of Blue Ash to total personal compensation paid during the same period for all business locations. Do not include amounts paid to contractors.

Step 3. Compute the percentage of the gross receipts of the business or profession from sales made and services performed in the City of Blue Ash during the taxable period to gross receipts of the business or profession during the same period from sales and services, wherever made or performed.

Step 4. Calculate the total of the percentages derived in Steps 1 through 3.

Step 5. Divide the total derived in Step 4 by the number of percentages used. Insert this percentage on Part A, Line 4 of the return.

**LINE 5:** Multiply Line 3 by Line 4.

**LINE 6:** Enter the amount of net operating losses apportioned to Blue Ash. Operating losses from prior years may be carried forward for a maximum period of five tax years. Use schedule Y-2 on page 2 of the return or provide a separate schedule of the applicable losses for each year.

**LINE 7:** Line 5 plus or minus Line 6.

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

**LINE 9a:** Enter the amount of estimated tax payments including any amounts paid with an extension.

**LINE 9b:** Enter the amount of the overpayment from prior years credited to this year's tax return.

**LINE 10:** Line 9a plus Line 9b.

**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 to be refunded. Amounts \$10 or less will not be refunded.

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

### **Part B – DECLARATION OF ESTIMATED TAX**

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

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

**LINE 17:** Option 1 – Divide line 16 by 4 to pay 25%, to be on track to pay 100% of the estimated liability by December.

Option 2 – Multiply Line 16 by 22.5% [.225] to be on track to pay 90% of the tax liability by December.

**LINE 18:** Enter the amount of credits from Line 14.

**LINE 19:** Enter and remit the net estimated tax due if Line 17 minus Line 18 is greater than zero.

\*This is the first of four quarterly estimated tax payments. The second payment is due on the 15<sup>th</sup> day of the sixth month of the tax year and is equal to the amount on Line 17 less any overpayment still available from prior years. The third payment is due on the 15<sup>th</sup> day of the ninth month of the tax year and the final estimated payment is due on the 15<sup>th</sup> day of the twelfth month of the tax year. The total amount paid by the 15<sup>th</sup> day of the twelfth month 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 20:** Combine Line 11 and Line 19 to determine the total amount due.