Village of Garrettsville, Ohio
Income Tax Department
8213 High Street, P.O. Box 306
Garrettsville, OH 44231
Phone: 330-527-2179 Fax: 330-527-5819
incometax@garrettsville.org

COURTESY WITHHOLDING REGISTRATION

Courtesy Withholding is a Payroll Tax withheld for those employees who are residents of Garrettsville but do not perform work within the Village of Garrettsville. If your employee is working in another taxing municipality, the Courtesy Rate should be remitted to the Village of Garrettsville according to the following schedule:

If your local tax rate is:	The courtesy withholding rate for Garrettsville is:
0.75%	1.375%
1.00%	1.25%
1.25%	1.125%
1.50%	1.00%
1.75% or more	0.875%

For tax rates not listed above, please contact the Garrettsville Income Tax Department.
If the employee is not taxed where employed, the Courtesy Rate should be 1.75%.
Courtesy Withholding is not mandatory.

Business Name: _____

Federal ID or SSN: _____

Contact Name: _____

Address: _____

Phone Number: (_____) _____ Fax Number: (_____) _____

List below the Names and Addresses of the Employees for whom your company will be remitting Courtesy Withholding. If you prefer, the list can be emailed or faxed. The list will be verified by our office to ensure that employees are residents of the Village of Garrettsville. You will be notified if there are any problems.

NAMES	ADDRESSES