

Village of Arcanum Tax Questionnaire  
COMPLETE BOTH PAGES

The following information will aid us in preparing forms for your use under the Village of Arcanum Tax Ordinance. Please answer all questions fully and return this form to help ensure the proper establishment of your village income tax account.

Federal Identification No. \_\_\_\_\_

1. Name of Business \_\_\_\_\_

Business Telephone \_\_\_\_\_

Business Fax \_\_\_\_\_

2. Please check the type of your business:

\_\_\_\_\_ Individual/Proprietorship    \_\_\_\_\_ Corporation    \_\_\_\_\_ Partnership

\_\_\_\_\_ Non-Profit Organization    \_\_\_\_\_ Association    \_\_\_\_\_ Other \_\_\_\_\_

3. Give Social Security number, home address, and home phone number of owner(s), officers, or all partners, if a partnership exists:

Name	Social Security#	Address	Phone
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(A) \_\_\_\_\_

(B) \_\_\_\_\_

(C) \_\_\_\_\_

4. Business Address \_\_\_\_\_

5. Name of officer, primary or owner \_\_\_\_\_

Mailing address \_\_\_\_\_

Trade name DBA (if any) \_\_\_\_\_

6. Are there now, or will there be employees subject to the Village of Arcanum income tax?

\_\_\_\_\_ No    \_\_\_\_\_ Yes    Approximate Number \_\_\_\_\_

7. Are there now, or will there be contracted workers in your business?

\_\_\_\_\_ No    \_\_\_\_\_ Yes    Please list name, address, phone#, & SS# of all contractors on the back of this page.

8. Date business activities started in the Village of Arcanum \_\_\_\_\_

9. Please check type of business activity: \_\_\_\_\_ Manufacturing    \_\_\_\_\_ Service

\_\_\_\_\_ Retail Sales    \_\_\_\_\_ Construction    \_\_\_\_\_ Financial/Insurance/Realty

10. Accounting period: \_\_\_\_\_ Calendar Year    \_\_\_\_\_ Fiscal Year Ending \_\_\_\_\_

11. Do you \_\_\_\_\_ Own \_\_\_\_\_ Rent \_\_\_\_\_ or Lease your place of business in Arcanum.  
\_\_\_\_\_ N/A

If you rent or lease, from whom:

Name \_\_\_\_\_

Address \_\_\_\_\_

12. Name and address of person or organization in charge of books or records:

Name \_\_\_\_\_

Address \_\_\_\_\_

13. Please list all sub-contractors below including start date and type of work being performed.

Thank you for your cooperation.

Village of Arcanum Tax Department  
PO Box 157  
Arcanum OH 45304  
Phone (937) 692-8500 Fax (937) 692-5163