

****PLEASE READ****

**IMPORTANT INFORMATION WHEN FILING YOUR
2022 VILLAGE INCOME TAX RETURN
MANDATORY FILING FOR THE VILLAGE OF ARCANUM**

- 1) ALL residents inside the corporation 18 years and older MUST file a local income tax return. Mandatory filing is required by all municipalities per HB5. If you retired anytime in 2022 you must file a final return. If you filed a final return in prior years and have no earned income you do not need to file.
- 2) All individual and business returns are due April 18th, 2023. Business returns with a fiscal year ending date are due the 15th of the fourth month following the year end date.
- 3) If an extension is filed 90% of the estimated tax liability, or 100% based on the previous year, must be paid by the Federal due date (April 18th, 2023) to avoid penalty.
- 4) A \$25.00 per month late fee, up to 6 months or \$150.00, will be added to any returns that are filed late (even if no tax is due).
- 5) Late returns with balances due will be charged a 15% penalty plus 7% interest per annum (.58% per month) until balance is paid in full.
- 6) Any resident making over \$20,000.00 will be required to pay quarterly (declaration) payments if your employer does not withhold Arcanum Village Tax from your paycheck or if you are self-employed.
- 7) Page 1 of your Federal 1040 return MUST be attached along with all W-2's, 1099's and Federal schedules.
- 8) ALL RETURNS MUST BE SIGNED.
- 9) Extensions MUST be attached to your return when filed.
- 10.) NEW – Tax Returns and documents can be uploaded through a link on our website. Payment still needs to be made by mail or in office with check or cash or through the BRIDGE PAYMENT link on our website (charges will be applied from them).

For additional information or questions please contact the tax department at 692-8500.