

INSTRUCTIONS TO FILE ESTIMATED TAXES

Every taxpayer having or anticipating any income under withheld or not subject to local Withholding by Employer, must file a declaration setting forth the estimated annual income, together with an estimate of the amount of tax due if the amount payable is at least \$200. If you are uncertain as to whether or not you should pay estimates, please phone the income tax office at 419-897-7120.

The taxpayer's annual estimated tax liability shall be multiplied by 22-1/2%, 45%, 67-1/2% and 90% to determine the estimated quarterly tax to be paid. A taxpayer may amend a declaration and the unpaid balance shown due shall be paid in equal installments on or before the remaining due dates.

Due Dates:

- Voucher 1 – April 18, 2023
- Voucher 2 – June 15, 2023
- Voucher 3 – September 15, 2023
- Voucher 4 – January 15, 2024

Computation of Estimated Tax on worksheet below:

1. Enter here the total estimated income subject to Maumee Income Tax as indicated in the general instructions.
2. Enter here 1.5% (0.015) of amount shown on line 1.
3. Enter here line 2 less withholding credits.
4. Multiply Line 3 by 22-1/2% for Voucher 1, 45% for Voucher 2, 67-1/2% for Voucher 3 and 90% for Voucher 4 and enter on the appropriate line and in column B of the worksheet. Alternatively, you can multiply Line 3 by 25% for each quarter to pay 100% of estimated tax liability.
5. Enter here overpayment on last year's return to be deducted in column C of the worksheet.

How to Use the Declaration – Voucher

1. Enter amount shown on line 3 of the worksheet on line A of the voucher.
2. Enter amount shown on line 4 of the appropriate voucher on line B of the voucher.
3. Enter amount of overpayment from last year on line C of the voucher.
4. Subtract line C from line B and enter on line D. If the credit applied is in excess of voucher 1 payment, carry the difference down to voucher 2. Voucher must still be filed even if amount due is zero.

COMPUTATION OF 2023 ESTIMATED TAX WORKSHEET

1. Estimated tax income \$ _____
2. Estimated tax due 1.5% of line 1 \$ _____
3. Net estimated tax due \$ _____
4. Amount Due with each estimate
 - Voucher 1 \$ _____
 - Voucher 2 \$ _____
 - Voucher 3 \$ _____
 - Voucher 4 \$ _____
5. Overpayment from 2022 return \$ _____

| No. | Voucher Date Paid | Amount Due With Each Estimate <small>Column B</small> | Last Year Credit Apply To Estimates <small>Column C</small> | Amount Due Col. B Less Col. C <small>Column D</small> |
|-----|-------------------|--|--|--|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| | TOTAL | | | |
| | | | | |

CITY OF MAUMEE

Estimated Tax - 2023

1

FOR CALENDAR YEAR 2023 OR FISCAL YEAR _____

CITY OF RESIDENCE _____ NAME OF EMPLOYER OR TYPE BUSINESS _____

S.S.#/FED. I.D.# _____

NAME (S)

ADDRESS

CITY STATE ZIP

PAYMENT NO. 1
DUE APRIL 15, 2023

OR FISCAL DATE _____

Estimated Tax For The Year Ending _____ (A) \$ _____
(Line 3 of Worksheet)

Amount Due This Quarter (B) \$ _____

Less Unused Overpayment (C) \$ (_____)

Amount of This Payment (D) \$ _____

Taxpayer's Signature _____ Date _____

MAKE CHECK OR MONEY ORDER PAYABLE TO:
CITY OF MAUMEE TAX COMMISSIONER
(419) 897-7120
MAIL TO: INCOME TAX DEPARTMENT
400 CONANT ST.
MAUMEE, OHIO 43537

CITY OF MAUMEE

Estimated Tax - 2023

2

FOR CALENDAR YEAR 2023 OR FISCAL YEAR _____

CITY OF RESIDENCE _____ NAME OF EMPLOYER OR TYPE BUSINESS _____

S.S.#/FED. I.D.# _____

NAME (S)

ADDRESS

CITY STATE ZIP

PAYMENT NO. 2
DUE JUNE 15, 2023

OR FISCAL DATE _____

Estimated Tax For The Year Ending _____ (A) \$ _____

Amount Due This Quarter (B) \$ _____

Less Unused Overpayment (C) \$ (_____)

Amount of This Payment (D) \$ _____

Taxpayer's Signature _____ Date _____

MAKE CHECK OR MONEY ORDER PAYABLE TO:
CITY OF MAUMEE TAX COMMISSIONER
(419) 897-7120
MAIL TO: INCOME TAX DEPARTMENT
400 CONANT ST.
MAUMEE, OHIO 43537

CITY OF MAUMEE

Estimated Tax - 2023

3

FOR CALENDAR YEAR 2023 OR FISCAL YEAR _____

CITY OF RESIDENCE _____ NAME OF EMPLOYER OR TYPE BUSINESS _____

S.S.#/FED. I.D.# _____

NAME (S)

ADDRESS

CITY STATE ZIP

PAYMENT NO. 3
DUE SEPTEMBER 15, 2023

OR FISCAL DATE _____

Estimated Tax For The Year Ending _____ (A) \$ _____

Amount Due This Quarter (B) \$ _____

Less Unused Overpayment (C) \$ (_____)

Amount of This Payment (D) \$ _____

Taxpayer's Signature _____ Date _____

MAKE CHECK OR MONEY ORDER PAYABLE TO:
CITY OF MAUMEE TAX COMMISSIONER
(419) 897-7120
MAIL TO: INCOME TAX DEPARTMENT
400 CONANT ST.
MAUMEE, OHIO 43537

CITY OF MAUMEE

Estimated Tax - 2023

4

FOR CALENDAR YEAR 2023 OR FISCAL YEAR _____

CITY OF RESIDENCE _____ NAME OF EMPLOYER OR TYPE BUSINESS _____

S.S.#/FED. I.D.# _____

NAME (S)

ADDRESS

CITY STATE ZIP

PAYMENT NO. 4 DUE
JANUARY 15, 2024

OR FISCAL DATE _____

Estimated Tax For The Year Ending _____ (A) \$ _____

Amount Due This Quarter (B) \$ _____

Less Unused Overpayment (C) \$ (_____)

Amount of This Payment (D) \$ _____

Taxpayer's Signature _____ Date _____

MAKE CHECK OR MONEY ORDER PAYABLE TO:
CITY OF MAUMEE TAX COMMISSIONER
(419) 897-7120
MAIL TO: INCOME TAX DEPARTMENT
400 CONANT ST.
MAUMEE, OHIO 43537