Vanlue Village Income Tax
Post Office Box 862, Findlay, Ohio 45839-0862
Phone: 419-424-7133

Non-resident and Part-year Resident Employee Refund Form

This form must be submitted with a W-2 and with a signed original Vanlue Income Tax Return available at findlayohio/incometax

_____ _____-_____-_____ 20_____
First name, middle name, and last name | Social Security number | Year

_____
Current residence address | City | State | Zip

Is your residence address outside the Vanlue village limits? Yes No (If you lived in Vanlue for the entire year, you are not eligible for a refund.)

Did you reside at the above address for the entire period you worked for the employer that withheld the tax? Yes No
If you answered no, please provide your previous address and the applicable move dates below.

_____
Previous residence address | City | State | Zip

_____/_____/_____ _____/_____/_____
The date you moved to the previous address | The date you moved from the previous address

_____ _____
Employer | Salaried? or Hourly?

_____/_____/_____ _____/_____/_____
The date you started working for this employer | The date you stopped working for this employer, if applicable

1. Enter the total number of hours you worked for this employer regardless of where you lived. If for the entire year and you are a salaried employee, use 2,080 hours. 1. _____ hours

2. For the period during which you lived outside of the Vanlue village limits, enter the number of hours you worked or performed services for this employer outside of the Vanlue village limits. Do *not* include vacation, holiday, or sick leave hours. If you are a salaried employee, these must be weekday hours. 2. _____ hours

3. Divide line 2 by line 1 (line 2 ÷ line 1) and enter the percentage of hours you worked outside the Vanlue village limits. Forward this percentage to line 6a on the front of the Vanlue Income Tax Return. 3. _____ line 6a %

Briefly explain below what you do for the employer and where you perform your work: _____

_____

_____

I certify that the information shown on this statement is true, correct, and complete.

_____
Employee's signature | Phone | Date

This calculation appears to be a fair & reasonable representation of the non-resident employee's time worked outside of the Vanlue village limits.

_____
Immediate supervisor's signature | Phone | Date

Pursuant to Ohio Revised Code 718.13(A), your information may be furnished to Tax Administrators of other Ohio municipalities, including your municipality of residence.