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TAX OPERATIONS
PO Box 477900 • Broadview Heights, OH 44147-7900
(800) 860-7482 • Fax (440) 526-8813 • TDD (440) 526-5332
www.ritaohio.com

Dear Wickliffe Residents and Businesses:

Effective October 1, 2017, the Regional Income Tax Agency (RITA) will begin collecting municipal income tax for the City of Wickliffe. RITA is a non-profit governmental agency established in 1971 under chapter 167 of the Ohio Revised Code and is the largest municipal income tax collection agency in the State of Ohio. The City of Wickliffe chose the Regional Income Tax Agency for its ability to offer residents and businesses free eFiling, free ePayment capabilities and to maximize the City's tax collection efforts. RITA will be responsible for the administration and collection of all income taxes and will serve as an Agent of the City of Wickliffe in this capacity.

After **October 1, 2017** all City of Wickliffe tax payments and tax forms, for **current and prior tax years**, are to be sent to RITA. We encourage you to utilize RITA's electronic filing and payment system as it is fast and simple to use, and it is secure and free. The system will be available for your use beginning November 14, 2017.

For those wishing to utilize mail, the remittance address for our secured lockbox center is:

RITA
P.O. Box 477900
Broadview Hts, Ohio 44147-7900

Checks or money orders should be payable to the Regional Income Tax Agency or RITA. Please include your Account Number as indicated above on all payments and correspondence.

City of Wickliffe residents will receive a 2017 individual post card filing reminder by the end of January 2018. **Business accounts** will receive 2017 Withholding forms by the end of October 2017 and a 2017 Net Profit post card filing reminder by the end of January 2018.

If you have an existing account with RITA and are already remitting withholding taxes for another RITA municipality, simply add the Wickliffe withholding tax payment to the RITA Form 11.

For individual and business forms, plus eFile and ePayment services, visit the RITA website at www.ritaohio.com.

If you have any questions regarding your City of Wickliffe income tax, please contact RITA's customer service representatives at (Brecksville Office) 800-860-7482 or you may also contact the City of Wickliffe at 440-943-7118.

Sincerely,

A handwritten signature in black ink that reads 'William A. Margalis'.

Mayor William A. Margalis
City of Wickliffe

A handwritten signature in black ink that reads 'Don Smith'.

Don Smith, Executive Director
Regional Income Tax Agency