

BUSINESS REGISTRATION FORM

Check the appropriate taxing authority

City of Newark ___ Etna JEDZ2 ___

Etna JEDZ1 ___ Pataskala JEDD ___

USE A SEPARATE FORM FOR EACH AUTHORITY

City of Newark Income Tax Division

PO Box 4577

Newark OH 43058

Phone: 740-670-7580

Fax: 740-670-7581

Website: www.newarkohio.gov

Email: citytax@newarkohio.net

ACCT #: _____

Please assist us in completing your account information by mailing, faxing, or emailing this completed form with any additional attachments within 10 business days. Thank you for your cooperation.

1. Name _____ Phone _____

2. Trade Name (DBA) _____ Fax _____

3. Federal EIN or Soc Sec # _____ Email _____

4. Address _____

5. Name and address where tax forms are to be mailed (if different from above)

6. Type of business ownership (check one)

**Non-resident sole proprietor (Schedule C) _____

**If sole proprietor, please provide name and residence address of owner.

Partnership ___ Corporation ___ Other (please specify) _____

7. Nature of business conducted _____

8. Date business and/or withholding began in this taxing jurisdiction _____

9. Is your company only withholding Newark income tax as a courtesy for resident employees? YES ___ NO ___

If yes, please answer questions 10 and 11. If no, proceed to Line 12

10 Is WORKPLACE TAX also being withheld for this employee YES ___ NO ___

11. If your employee is working from home, please state the nature of duties performed so we may determine if your company will have a Net Profit liability _____

12. When does your fiscal year end—must be the same as your federal return (month and day) _____

13. Will you be using subcontractors? If yes, the following will be required:

--A listing of subcontractors, to include the business name, address, contact name, phone number, and nature of work being performed.

14. If you operate more than one place of business or own rental property, please provide a listing of the applicable addresses.

Name of Contact Person (Please print) _____

Contact Person Signature Date _____