

Step 1

Please answer the following questions, about this past year, by placing an X on the correct line.

	Yes	No
Were you employed?	_____	_____
Did you have gambling/lottery winnings?	_____	_____
Were you self-employed?	_____	_____
Did you receive rental income?	_____	_____

Step 2

Account _____

Name _____

Address _____

Phone _____ Email _____

SSN _____ SSN _____

Filing Status

_____ Single	_____ Married filing separately
_____ Married filing joint	_____ Head of household

Step 3

My income is exempt from Newark Tax because:

Please place an X on the appropriate line.

	You	Spouse
_____ Under 18 - enter birth date	_____	_____
_____ Retired - pension income -enter date retired	_____	_____
_____ Did not live in Newark - enter date moved out	_____	_____
_____ Student - enter anticipated date of graduation	_____	_____
_____ Active duty military for the entire year		
_____ I had no taxable income for the year		
_____ Other _____		

I hereby declare that the above information is true under penalty of perjury.

Signature _____	Date _____	Signature _____	Date _____
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Signature _____	Date _____	May we contact:	<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">Yes</td> <td style="padding: 2px 10px;">No</td> </tr> </table>	Yes	No
Yes	No				

All forms received by the Newark Tax Office are subject to review. Returns received after the due date may be subject to billable penalty and interest charges.

Mail to:

Newark City Tax Office
PO Box 4577
Newark, OH 43058-4577



Questions?

740-670-7580 phone
740-670-7581 fax
citytax@newarkohio.net

2025EX

Completed form is due by April 15, 2025

This return is for residents who need to file an annual return but have no taxable income.
Please follow these 3 steps to complete this return.

Step 1

For each question, please answer yes or no by placing an X in the correct column.

If you receive a warning that you need to use a different return, then you have taxable income that must be reported. The information below will assist you in determining what return you should file.

Were you employed?

If you worked for an employer who withheld your Newark City Tax for you and you answered NO to the other questions listed, you will need to file a 24SF Return.

Did you have gambling/lottery winnings? Were you self-employed? Did you receive rental income?

If you answered YES to ANY of these questions, then you will need to file a 24LF.

Step 2

Please enter the information requested.

- Account** Enter your Newark Tax Account number. If this is unknown, please leave blank.
- Name** Enter the name or names of residents filing.
- Address** Enter your current street address. If your mailing address is different, please write the mailing address on the back of your return.
- Phone** Please provide a number where you can be reached if we have any questions.
- Email** Please enter your Email address.
- SSN** Enter full Social Security Number. If filing jointly, enter spouse's full Social Security Number. **State Law requires that you provide this information.**
- Filing Status** Place an X in the line beside your filing status.

Step 3

Place an X on the line that best describes your income for 2024.

If a date is requested, please enter it on the line to the right. If filing joint, please enter the dates requested for both you and your spouse.

Note - Active duty military does not apply to any civilian pay you earned from the Ohio National Guard or from any branch of the Department of Defense.

Enter today's date and then print your return. Please sign your return. Your spouse should also sign if you are filing a joint return.

Mail the completed return to the address listed. This return can be folded so that the "Mail to" address will fit in a standard #10 window envelope.

Your return is due in our office on or before April 15, 2025.

A drop box is available for your convenience on the 4th Street side of the City Municipal Building located at the corner of 4th and West Main Streets in downtown Newark.

Questions ?

If you have any questions, please contact us. Our phone number and Email address are listed below.

If you would like us to prepare your return for you, please call to schedule an appointment.

Tax Assistance Hours

Monday - Tuesday	8:00 am - 4:30 pm
Wednesday	11:30 am - 4:30 pm
Thursday - Friday	8:00 am - 4:30 pm

Thank you for filing your Newark City Annual Tax Return.



Newark City Income Tax Office
2nd Floor
15 N 3rd Street, Newark, Ohio

Phone (740) 670-7580

Fax (740) 670-7581

Email citytax@newarkohio.net

Website <https://www.newarkohio.gov/income-taxes/>