

COMMON MISTAKES MADE WHEN FILING A TOLEDO TAX RETURN

1. Failure to use qualifying wages (usually Box 5 Medicare wage from W-2, but there are exceptions, some government employees, etc.)
2. Failure to attach all W-2's (must include one with Federal wages and all that have local tax withheld)
3. Failure to attach all supporting Schedules, Forms and Statements
4. Failure to mail the return
5. Failure to pay required estimate payments (also not remitting 2nd, 3rd or 4th quarter estimate)
6. Failure to allocate taxes paid when allocating income for year moved in or out
7. Failure to file a return for year moved in or out
8. Failure to file a final return when no longer needing to file (ie, employer now withholding)
9. Failure to provide current address and notify us of change
10. Failure to sign return or attach check/payment
11. Failure to put Toledo Account Number on return
12. Failure to note "AMENDED" when filing an amended return