

Change of Toledo Employee, Name, Address or Status

Please use this form to report any changes of mailing address, name, or out of business information. If this change is because you are out of business, you must file a final reconciliation for the final period you were in business on Form W-3. If a change in ownership or a change to business status (such as changing from a sole proprietorship to a corporation) occurs, and you receive a new Federal Employer Identification Number (FEIN), you must file a final reconciliation W-3 for the old account and complete a new Toledo business questionnaire to obtain a new Toledo account number. If a merger has taken place, the non-survivor must file a final reconciliation Form W-3 and complete the merger information on Toledo Business Questionnaire.

**Previous Business Name
and Mailing Address** ACCOUNT NO.

Mail to:

**CITY OF TOLEDO
DIVISION OF TAXATION
1 GOVERNMENT CTR STE 2070
TOLEDO OH 43604-2280**

New Name, Mailing and Location Address, Business Closure		
Business name		
Owner's name/responsible party		
New mailing address		
City	State	ZIP code
Physical location (street address and number)		
City	State	ZIP code
Business Closure Site	Telephone Number ()	