

HARRISON COUNTY TAX ADMINISTRATOR

HOW TO RECONCILE YOUR PAYROLL WITHHOLDING:

RECONCILIATION OF LICENSE FEE WITHHELD DURING YEAR ENDED

Enter under TOTAL PAYROLL the Quarterly totals of all compensation paid all employees. Deduct any payments for services performed outside this County and enter balance in SUBJECT PAYROLL includes all compensation, i.e., Vacation and Holiday pay.

	TOTAL PAYROLL	SUBJECT PAYROLL		TOTAL TAX DUE
1. 1st Quarter ended Mar. 31.....	\$ _____	\$ _____	X 1.5%=	\$ _____
2. 2nd Quarter ended June 30....	\$ _____	\$ _____	X 1.5%=	\$ _____
3. 3rd Quarter ended Sept. 30.....	\$ _____	\$ _____	X 1.5%=	\$ _____
4. 4th Quarter ended Dec. 31.....	\$ _____	\$ _____	X 1.5%=	\$ _____
5. TOTAL ALL QUARTERS	\$ _____	\$ _____		\$ _____
6. Actual withholding payments made quarterly on Occupational Tax Form.....				_____
7. Difference between lines 5 and 6				_____
8. Number of employees _____				

	Signature	Title	Date
Licensee Account Number <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px auto;"></div> Federal ID No. <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px auto;"></div> Phone Number <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px auto;"></div>			

A COPY OF W-3 MUST ACCOMPANY THIS FORM
ATTACH COPY OF W-2'S OR COMPUTER LIST

TO BE FILED ON OR BEFORE FEBRUARY 28th



Mail To: HARRISON COUNTY TAX ADMINISTRATOR
111 S. MAIN ST., P.O. BOX 708 CYNTHIANA, KY 41031
Phone Number (859) 234-7136

*PLEASE MAKE A COPY OF THIS FORM FOR YOUR RECORDS.