

## Important Notice to All 2017 Postal Employee Taxpayers

Dear Postal Employee:

Under a State law (House Bill 5), **to avoid penalty and interest charges**, taxpayers who are required to pay 2017 estimated tax must pay 90% of the estimated tax due for 2017 no later than 12-15-17. 2017 Estimated tax payment is required when total 2017 estimated tax is \$200.00 or more.

Exception, if a taxpayer pays 2017 estimated tax in an amount equal to the tax owed in the year 2016, no penalty and interest will be charged if paid by December 15, 2017.

The penalty and interest are charged monthly and would go back to April 18, 2017 on amount remaining unpaid by December 15, 2017. A taxpayer may pay the 2017 estimated tax in quarterly installments with the last one due on December 15, 2017 or pay all estimated 2017 tax at once, by December 15, 2017.

Estimated tax form is enclosed and available on our website [www.fairfaxoh.org](http://www.fairfaxoh.org). If you need help calculating your 2017 estimated tax, contact the Tax Office at 513-527-6506 or by e-mail [awillis@fairfaxoh.org](mailto:awillis@fairfaxoh.org).

See instructions on the next page to help you with your estimated taxes for 2017.

A worksheet that does the calculations for you is at the end of this PDF.

Sincerely,

Ann Willis  
Tax Department

## Instructions

(Look on your return for last year or call the Tax Department for this number)

Tax Owed in 2016: \_\_\_\_\_

Is this over \$200? Yes No

(If No, Stop. If it is "close" and your income increased pay the exact amount of the previous tax year to avoid penalty and interest. If Yes, Continue.)

You have two options at this point. Pay what you owed in 2016 again or calculate up what your wages are estimated to be this year.

Check your most recent month ending pay stub; find the total year to date wages. Divide that number by the number of months that have passed to that pay stub.

In example: Paystub ending on 7/2/17 Year to date Wages \$23,985.12. Divide by 6 since 6 months have passed entirely. So  $\$23,985.12 \div 6 = \$3,997.52$  which are my wages per month. Each year has 12 months in it so I multiply by 12.  $\$3,997.52 \times 12 = \$47,970.24$ .

My Estimated Annual Wages are \$47,970.24. My Route had me in the station/Fairfax 100% of the time. The Village of Fairfax Tax Rate is 1.75% so I multiply my estimated annual wages by 100% and by 0.0175 to get my estimated taxes due for 2017.

$(\$47,970.24 \times 100\%) \times 0.0175 = \$839.48$  \$839.48 is greater than \$200. I need to pay this by 12/15/17 to avoid penalty.

**Let's say that you only were at Murray station for 10 months out of the year and carried your route outside of the Village of Fairfax.**

In example: Paystub ending on 7/2/17 Year to date Wages \$23,985.12. Divide by 6 since 6 months have passed entirely. So  $\$23,985.12 \div 6 = \$3,997.52$  which are my wages per month. Each year has 12 months in it, but I was only at Murray Station for 10 months so I multiply by 10.  $\$3,997.52 \times 10 = \$39,975.20$ .

My Estimated Annual Wages that were earned while at Murray Station are \$39,975.20. My Route had me in the station/Fairfax only 25% of the time. The Village of Fairfax Tax Rate is 1.75% so I multiply my estimated annual wages by 25% and by 0.0175 to get my estimated taxes due for 2017.

$(\$39,975.20 \times 25\%) \times 0.0175 = \$174.89$  \$174.89 is less than \$200. I do not need to pay this by 12/15/17 to avoid penalty. However it is close and if I get over time I could get charged penalty and interest. It may be better for me to pay this just in case.

But what about the credit to Cincinnati that is on my paystub?! Unfortunately that credit does not count as the Village of Fairfax, like all Ohio municipalities, collect at the source. However the Federal Government only pays withholding to the largest nearby city. This means that Cincinnati will give you a refund after you file in the Village of Fairfax which you are responsible to do each year you work in Murray Station.

Village of Fairfax Estimated Taxes Worksheet  
 For Postal Employees with Use of Paystub

Estimated Annual Wages

A. Wages to date	B. Complete Months Passed	C. Wages per month (A ÷ B)	D. Months Residing in Village (Normally 12)	E. Annual Estimated Wages (C x D)	F. Percentage of time in Village	G. Village Tax Rate (1.75% or 0.0175)	H. Estimated Taxes Owed ((E x F)xG)	
\$ 23,985.12	6	3997.52	12	\$ 47,970.24	100%	0.0175	\$ 839.48	
\$ 23,985.12	6	3997.52	10	\$ 39,975.20	25%	0.0175	\$ 174.89	
						0.0175		
Quarterly Payment of \$ Due or Pay Full Amount above by 12/15/17:								

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 Village of Fairfax 2017 Estimated Tax Payment [90% due by 12/15/17]

Amount Owed to the Village of Fairfax: \_\_\_\_\_  
 Amount Included with this Voucher: \_\_\_\_\_

I am paying the year in full.

Name on Account: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I'm making quarterly payments.

Complete and Return to:  
 Village of Fairfax Tax Department  
 5903 Hawthorne Avenue  
 Fairfax (Cinti.), Ohio 45227

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 Village of Fairfax 2017 Estimated Tax Payment [90% due by 12/15/17]

Amount Owed to the Village of Fairfax: \_\_\_\_\_  
 Amount Included with this Voucher: \_\_\_\_\_

2ND QUARTER PAYMENT

Name on Account: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Complete and Return to:  
 Village of Fairfax Tax Department  
 5903 Hawthorne Avenue  
 Fairfax (Cinti.), Ohio 45227

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 Village of Fairfax 2017 Estimated Tax Payment [90% due by 12/15/17]

Amount Owed to the Village of Fairfax: \_\_\_\_\_  
 Amount Included with this Voucher: \_\_\_\_\_

3RD QUARTER PAYMENT

Name on Account: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Complete and Return to:  
 Village of Fairfax Tax Department  
 5903 Hawthorne Avenue  
 Fairfax (Cinti.), Ohio 45227

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 Village of Fairfax 2017 Estimated Tax Payment [90% due by 12/15/17]

Amount Owed to the Village of Fairfax: \_\_\_\_\_  
 Amount Included with this Voucher: \_\_\_\_\_

4TH QUARTER PAYMENT

Name on Account: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Complete and Return to:  
 Village of Fairfax Tax Department  
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 Fairfax (Cinti.), Ohio 45227