

## **Request for Evendale New Business Questionnaire**

The Village of Evendale Earnings Tax applies to anyone who works, operates a business, conducts business, or provides services within the village. If you are applying for a building permit which allows you to conduct business and/or provide services within the Village of Evendale, you must complete the Evendale New Business Questionnaire, whether or not you have an office or place of business located in the Village of Evendale.

In accordance with Evendale Earnings Tax Ordinance #05-01, Attachment A, we hereby request that the Evendale New Business Questionnaire be completed and submitted to the tax office. The form is available in the Tax Department, the Building Department, the Administrative Offices of the village, or online at [www.evendaleohio.org](http://www.evendaleohio.org).

Please be advised that the Earnings Tax Ordinance imposes an annual tax on the portion of the net profits derived from sales made, work done or services performed, attributable to the Village of Evendale, whether or not an office or place of business is located in the Village of Evendale. The tax rate in effect as of January 1, 2005 is 1.2%.

In addition, the Ordinance states "...each employer within or engaged in any business activity within the Village of Evendale shall deduct at the time of payment of such salary, wage, commission or other compensation, a tax at the rate provided in Section 890.03 hereof, on the gross salaries, wages, commissions or other compensation due by the employer to the employee..." *If subcontractors are used for services provided in the Village of Evendale, a list of subcontractors, including name and address, must be submitted along with the New Business Questionnaire. (Material Only subcontractors may be omitted)*

**Please complete the enclosed questionnaire and return the completed form to the tax office no later than 30 days from the date of this notice.**

If you have any questions, please call the tax office at (513) 563-2671, Monday through Friday between the hours of 7:30 a.m. to 3:30 p.m.

Thank you for your attention to this matter.

INCOME TAX DEPARTMENT  
VILLAGE OF EVENDALE