



NEW UTILITY ACCOUNT INFORMATION

The City of Oberlin offers the following utilities depending upon the location of your residence or business: electric, water, sewer and refuse/recycling.

A utility application, valid photo ID, and security deposit are required to set up a new utility account. The security deposit will remain on your account until twelve consecutive on-time payments have been made or until your account is closed. When you receive your thirteenth bill a credit for the security deposit refund will be applied to your account. If you should close your account and your deposit is still in place, your deposit will be credited towards your final billing. After final billing, if there is still a credit balance, a check will be returned to you for the credit balance and sent to the address given to the Utility Department when your account is closed.

The City typically reads meters the first week of the month. Utility bills are generally mailed out by the 29th of the month.

The bills are usually due on the 20th of the next month. Failure to pay by the due date will result in a 10% penalty on the most current billing. You will not receive your first bill until the first of the month after at least 30 days have passed. For example, if you start your account on August 15th, your first bill will be mailed to you on September 30th and you will receive it the first week of October.

For your convenience, there is a night drop box on the south side of the building and in the City Hall parking lot next to the US Postal Service mailbox.

In place of a printed/mailed utility bill, we recommend signing up for emailed bills. It's quicker, easier and helps preserve the environment. Utility payments can also be automatically deducted from your checking or savings account. Automatic deduction is the preferred payment method, form attached.

The City of Oberlin Utility Department participates in the Caring Fund. This program rounds up the utility bills to the nearest whole dollar amount. The extra change goes into the Caring Fund. This fund is utilized by Oberlin Community Service Center (440-774-6579) to assist any City of Oberlin utility customers who are having difficulty paying their utility bill. This is a voluntary program. Any customer who wishes to opt-out of this program may do so by informing the Utility Office.

Questions regarding your utilities can be addressed to the Finance Department at 775-7211, 775-7214, or 775-7215. The Finance/Utility Office hours are 8am to 4:30pm Monday-Friday. Additional information may also be found at the City's website: www.cityofoberlin.com. Click on For Residents and then the Utilities link.

INCOME TAX DEPARTMENT



The City of Oberlin is a member of the Regional Income Tax Agency (RITA).

Mandatory Filing:

All Oberlin residents are required to file annual city income tax returns, even if no tax is due. This includes anyone temporarily living away from home, such as college students, teachers, etc.

Non-resident taxpayers who have income derived within the City of Oberlin and for whom the tax is not withheld by their employer must file a Oberlin City income tax return.

Partial Year Residents:

If you lived in the City of Oberlin for any part of the year, you are required to file a tax return. Income, deductions and credits may be allocated on a pro-rata basis or by employer verification (i.e. payroll check stubs or letter detailing income earned during Oberlin residency).



Free E-File & E-Payment of Municipal Taxes

Residents and employers can file and pay Municipal Income Taxes on-line through **The Regional Income Tax Agency (R.I.T.A.)** at www.ritaohio.com.

INDIVIDUAL TAXPAYERS ARE PROVIDED THE FOLLOWING FEATURES:

- Paperless filing with immediate confirmation
- An automatic calculation of taxes or refunds based on W2 wages and other income.
- Ability to file even if you moved during the year.
- Electronic transfer of funds into checking or savings accounts.
- Pay by ACH (electronic debit or checking/savings accounts), credit card or debit card.
- Schedule payment of taxes - file as early as you like and set up an ACH payment anytime before April 15th.

HERE'S WHAT YOU NEED TO E-FILE:

- Social Security numbers for you and your spouse.
- W-2 forms from all employers.
- 1099 forms and Federal Schedules C, E and F.
- Date of move for residents that moved during the year.
- Bank routing and account numbers - for a fast refund or to pay electronically.

EMPLOYERS HAVE THE FOLLOWING CHOICES:

- Monthly or Quarterly Withholding returns
 - Fill in simple form online, or
 - Attached a payroll file
- Annual Withholding Reconciliation returns

- Upload W-2 data with online filing, or
- Save W-2 data to CD and mail to R.I.T.A.

FAST - SIMPLE - SECURE - FREE!

For more information, log on to www.ritaohio.com or call the R.I.T.A. office at 440 526-0900 or 800 860-7482

Mailing Address: Regional Income Tax Agency, P.O. Box 477900, Broadview Hts, OH 44147

Phone: 440 526-0900 or 1-800-860-7482

Fax: 440 526-8813

Web: www.ritaohio.com

Income Tax FAQs

Frequently Asked Questions

Q: What is the City of Oberlin Income Tax rate and what type of income is taxable?

A: The income tax rate is 2.5%. Generally, gross income (including income which is deferred) and business net profits are taxable. A list of taxable and nontaxable income is available from the Regional Income Tax Agency at ww.RitaOhio.com or by phone at 1-800-860-7482.

Q: Do I need to file a Declaration of Estimated Tax?

A: Every person who anticipates receiving taxable income or who engages in any business, profession, or activity subject to Oberlin income tax, after excluding Oberlin withholding and/or other credits, must file a Declaration of Estimated Tax.

Q: I am not a resident of the city but I work there. If my employer withholds my tax, do I need to file a return?

A: No, filing is only mandatory for Oberlin City residents and nonresidents whose income is not withheld upon correctly.

Q: What is the due date of the City return?

A: For individuals, the City of Oberlin tax return is due on April 15 of each year. Business (fiscal year) returns are due on the 15th day of the fourth month following the end of the fiscal year.

Q: Can I deduct my business losses from my W-2 wages on my tax return?

A: No, losses from self-employment, partnership interests, rental property and other like businesses may not be used to offset W-2 income.