DW1 BT-DAY JEDD

Employer’s return of employee income tax withheld.

BT-DAY JEDD payroll this period $_________
BT-DAY JEDD payroll tax (@ 1.75%) $_________
Total BT-DAY JEDD tax withheld $_________
Prior period adjustment $_________
(If adjusted, provide explanation on back of this form)

Amount remitted $_________

Number of employee’s ________
ACCOUNT NUMBER ______________________
NAME AND ADDRESS ______________________

NEW TAX FORM
Please fill in your account information, then
copy this form for future use.
Your account number should be the same as
your Federal Tax ID#, plus the suffix –1.

The City of Dayton Finance Department
administrates the Municipal Income Tax for the
Butler Township-Dayton Joint Economic
Development District.

For additional information call 937-333-3500 or
E-mail taxquestions@daytonohio.gov or visit
www.daytonohio.gov for more tax forms.

1. Each employer within or doing business within the Miami
Township-Dayton Joint Economic Development District,
who employs one or more persons is required to withhold
the tax from all Employee compensation and remit the
amount to the City of Dayton.

2. A fully completed return of withholding taxes withheld
(Form DW1) and payment is due on the 15th day (Monthly)
or last day of the month (Quarterly) after the end of
the withholding period. Certifying declaration signature is
required.

3. Every employer, resident or non-resident, required to
withhold the tax at the source, is liable for payment of such
tax whether or not actually withheld from his or her
employees income.

4. Employers are to file MONTHLY if tax withheld exceeded
$600.00 for the previous quarter or $2,399.00 for the
previous calendar year.

5. Delinquent payments are subject to interest and penalty
charges as provided by ordinance.

6. Failure to receive or procure forms shall not excuse the
employer from filing a return and remitting the tax due on
schedule.

7. Do not report names of employees with this form. See
DW3 year end reconciliation for instructions on individuals
W2 reported information.

DW1 BT JEDD REVISED 9-2016

IMPORTANT
WITOLDING
NOTICE!

DO NOT ALTER any pre-printed payment coupon
with a bar-code at the bottom. Your payment will
only be processed electronically to the account and
specific tax period encoded on that line, regardless
of any comments you write on the form.

DO NOT INCLUDE CITY OF DAYTON INCOME
TAX ON THIS FORM

DO NOT USE THIS FORM TO SUBMIT PAYMENT OF ANY
PRIOR BALANCE DUE THAT HAS ALREADY BEEN
REPORTED.

Dayton Income Tax Ordinance: 36.111 VIOLATIONS AND
PENALTIES.
Any person shall be guilty of a separate misdemeanor of the
first degree if he shall:
• Fail, neglect or refuse to make any return or declaration
required by this chapter; or
• Knowingly make an incomplete, false or fraudulent
return; or
• Willfully fail, neglect or refuse to pay the tax, penalties or
interest imposed by this chapter; or
• Attempt to do anything whatever to avoid the payment
of the whole or any part of the tax, penalties or interest
imposed by this chapter.
• The failure of any employer, taxpayer or person to
receive or procure a city income tax return, declaration
or other required form shall not excuse such employer,
taxpayer or person from making any information return
or city income tax return or declaration, from filing such
return or from paying city income tax.

JEDD

I certify that the information and statements contained herein
are true and correct. (DECLARATION SIGNATURE IS REQUIRED)
(Signed) ____________________________
(Print Name / Title) ____________________
Date ____________________________ Phone # ____________________

Federal tax ID# ____________________________

Returns are due 15 days after the end of the withholding period (for
Monthly) and the last day of the month after the end of the
withholding period (for Quarterly).

Make Check or money order payable to
City of Dayton and Mail only to:

City of Dayton
P. O. Box 643700
Cincinnati, Ohio 45264-3700