

ABERDEEN TAX REFUND REQUEST

P.O. Box 509
Aberdeen, Ohio 45101

Phone: 937 795-2212
Fax: 937 795-2421

Social Security Number: _____ Date: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

I (we) request a refund for Aberdeen Income Taxes paid for the year _____ in the amount of _____ for the following reason:

- _____ Tax improperly withheld by employer(s). (**A copy of W-2 forms must be included with this request** and Employer Verification Required Below)
- _____ Tax withheld by employer at the wrong rate. (**A copy of W-2 forms must be included with this request** and Employer Verification Required Below)
- _____ No longer a resident of Aberdeen as of: _____ (**Proof of non residency status required.**) Date _____
- _____ Estimated Tax paid, without any tax liability for the year.
- _____ Other: (explain) _____

If the address shown above is not the address you resided at during the period of time this income was earned, indicate the address you resided at below and provide any documents such as utility bills, rent receipts or similar items to verify the address.

Address: _____

EMPLOYER CERTIFICATION

As the employer of the above indicated individual I certify that (a) the above employee is a not a resident of the Village of Aberdeen and did not work in Aberdeen for the period indicted above or (b) the rate of tax withheld for this individual was wrong.

Signed: _____ Date: _____

TAXPAYER CERTIFICATION

I (we), certify the above information is true and accurate. Furthermore, I (we) acknowledge that any claims for refunds based on false or misleading information is a violation of the Aberdeen Income Tax Ordinance and is subject to penalty and interest charges as well as legal prosecution.

Signed: _____ Date: _____

A COPY OF ALL W-2 FORMS MUST BE INCLUDED WITH THIS REQUEST PRIOR TO PROCESSING.
EXPECT SIX TO EIGHT WEEKS FOR PROCESSING TIME

DO NOT WRITE BELOW THIS LINE

Request: _____ Approved
_____ Denied Reason: _____

Amount: _____ Batch: _____

Signed: _____ Date: _____

TRR