



Office of the Program Director  
State of Ohio  
30 East Broad Street, 39<sup>th</sup> Floor  
Columbus, Ohio 43215  
Phone 614.466.7344  
Fax 614.387.5558

January 23, 2006

Dear Municipal Income Tax Administrator:

We continue to work toward our goal of developing the Net Profits Return as part of the Municipal Income Tax Project on OBG. Recently, I have had opportunities to speak at meetings of local tax administrator organizations (e.g. DATA, OATA, and NWOTCA) to review the project and discuss the development of the Net Profits Return for 2006. I am also looking forward to additional opportunities over the next few weeks to meet with you (e.g. GOTA, SWOTAA, TAWCO, and TRICOTA).

Some municipalities have asked questions about the new items in Section IV of the 2006 Municipal Profile Certification. Based on these questions, I am including two attachments to further assist you as you complete your certification. The attachments include answers to frequently asked questions as well as an addendum that some municipalities will use to clarify their response to question 9 in Section IV (regarding the treatment of pass-through entities).

**Please remember that it is critical that you return your 2006 Municipal Profile Certification by January 31, 2006.** The Certification includes information for the *Municipal Income Tax Rate and Recipient of Municipal Income Tax Information* for the Ohio Department of Taxation (ODT). Whether or not your municipality is currently active on OBG, if you have an income tax you must return the certification (sections I & II) to satisfy requirements with ODT. **If you can't yet complete all items in sections III-V, you should return the certification with sections I & II completed and then follow up with your fully completed certification as soon as you have discussed any questions with the OBG team.** If your municipality utilizes the services of a third party tax administrator (e.g. CCA, RITA, etc.), that administrator will help coordinate your certification.

If you have questions about the Project and/or the certification, please contact my office at 614-466-7344 or visit the Project web site (<http://munitax.obg.ohio.gov>). Significant changes have been made to the web site (especially the Tax Administrator section) in order to provide you with helpful information.

Thank you for your continued support and assistance.

Sincerely,

Joe Zapotosky  
Program Director

Enclosure: Frequently Asked Questions for the 2006 Municipal Profile Certification  
Addendum to 2006 Municipal Profile Certification