



Municipal Tax Project

<http://munitax.obg.ohio.gov>

Survey to Collect Municipality Profile Data Information for Tax Administrators

The Municipal Tax Project team needs to update survey data that was collected by the Department of Taxation last fall. That data helped to frame the project work underway, but our team now needs to update those survey responses as well as collect some new information. Project partners have told us certain details of our basic design will need to be customizable to meet the different needs of groups of municipalities (for example, those with computerized tax administration systems and those without). In addition, we need to have an accurate listing of your banking partners so that we can begin to work on the details of passing taxpayer payment instructions through your banking partners.

A new survey is now ready. If you responded to the first survey, then in most cases we have retained that data in the new survey so that you can review and update it as necessary. Please provide us with answers for all questions in the survey. The survey is not long, but you will be allowed to access the survey as many times as you would like to complete it.

You can access the survey by visiting the Municipal Tax Project website at <http://munitax.obg.ohio.gov> and clicking on the link for “Information for Tax Administrators.” In order to retrieve any data on file for your municipality, you will be asked to provide an 8-digit access code unique to your municipality. You will have to input the access code each time you enter the survey. The access code will be provided to you electronically, and it may also be obtained by calling the OBG Project Team.

We are asking that this survey be completed as soon as possible. We hope to hear from you by Friday, August 27. Please note that we will contact you again for a final verification and update of this information before the finished OBG Municipal Tax Application is deployed in January.

The OBG Project Team is available to assist with the completion of the survey. Contact a team member by calling (614) 644-8018 during regular business hours (8:00 to 5:00 pm weekdays). Please contact us for any of the following reasons:

- You prefer to review and complete the survey by paper via fax or mail.
- You have not received the access code to use the online survey.
- You cannot access or make changes to the information for any reason.
- You will not be able to complete a survey as requested.
- You have any other issues or questions.

Thank you for participating and providing us with this critical information.