

CITY OF TROTWOOD  
INCOME TAX SUPPORT SERVICES

4 Strader Drive, Trotwood OH 45426  
Phone (937) 837-3415  
www.trotwood.org

**Individual Registration Form**

**RE:**

We have recently been notified that you are now a Trotwood resident or your address has changed, or you have not filed a tax return with our city, or that information on file may not be complete. If you are a new resident, welcome to the City of Trotwood.

City Ordinance 183.05 requires every resident in the City of Trotwood to file an income tax return with our city whether or not there is any tax due. In order to properly establish your account or to update it so that forms can be mailed to you and information received from you properly applied, we ask that you complete the following and return this form to our office.

*Please complete and return within 20 days. Use the reverse if necessary to complete all information.*

1. Name: \_\_\_\_\_ SSN#: \_\_\_\_\_  
Employed by: \_\_\_\_\_ Location: \_\_\_\_\_  
Spouse: \_\_\_\_\_ SSN#: \_\_\_\_\_  
Employed by: \_\_\_\_\_ Location: \_\_\_\_\_

Others living in your household age 18 or older:

Name: \_\_\_\_\_ SSN#: \_\_\_\_\_  
Full time student: Yes \_\_\_\_\_ No \_\_\_\_\_ Employed by: \_\_\_\_\_  
Name: \_\_\_\_\_ SSN#: \_\_\_\_\_  
Full time student: Yes \_\_\_\_\_ No \_\_\_\_\_ Employed by: \_\_\_\_\_

2. Address: \_\_\_\_\_

3. Telephone number: \_\_\_\_\_ E-mail (for updates): \_\_\_\_\_

4. Date you moved into Trotwood: \_\_\_\_\_

5. If you are not employed, please indicate which statement is appropriate:  
\_\_\_\_\_ I am a retired person receiving only pension income or social security income. Date retired: \_\_\_\_\_  
\_\_\_\_\_ I had no taxable income. List source of income or subsistence: \_\_\_\_\_

6. Do you rent? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, landlord's name and address: \_\_\_\_\_

7. Do you have self employed income or other income besides wage income?  
a. Schedule C or 1099 income Yes \_\_\_\_\_ No \_\_\_\_\_  
b. Schedule E or F income Yes \_\_\_\_\_ No \_\_\_\_\_ If yes for Schedule E income, list address(es) and name(s) of tenant:  
\_\_\_\_\_

The City of Trotwood requires that at least 90% of your total tax liability be withheld or paid in equal installments, or be subject to a penalty. A system of quarterly declarations of estimated income tax is available to those persons not subject to withholding by their employers or whose income is either withheld at a lower rate or from additional sources. Please contact our office for these forms, or visit our website at [www.trotwood.org](http://www.trotwood.org) for forms and additional information. The current tax rate of the City of Trotwood is 2.25%. Thank you for your assistance.