

FREQUENTLY ASKED QUESTIONS AND ANSWERS

What is the income tax rate for the Village of Bradford?

One percent (1.0%). When preparing your Village of Bradford tax return, up to one percent (1.0%) tax credit on wages taxed by another municipality.

Who is required to file a Village of Bradford income tax returns?

All residents of the Village of Bradford who are 18 years old or older are required to file a yearly return; this also includes partial year residents. Non-residents are required to file only when they have income earned within the Village of Bradford that is not fully withheld upon or have a business or rental property in Bradford. Returns are required with no regard for the amount of income received or losses incurred. Partnerships, Corporations and any other entity having income taxable by the Village of Bradford.

If I was a partial year resident, do I have to file and pay tax on my income for the entire year?

No! Bradford permits prorating of income on the days of residency. To calculate how much of your income you will need to pay tax on. Divide your income by 365 and then multiply the result by the number of days that you lived in Bradford for the year in which you are filing. Any tax that was withheld from your wages must be prorated the same as above.

Are retired persons required to pay the tax?

Retirees are not required to pay tax on social security or on income from a qualified retirement plan. However, retirees are subject to the tax on any other type of earned income that they may have, such as wages, rentals, farm income, self-employment income, etc. If all your income is from a non-taxable source (i.e., qualified pension, interest, dividends, etc.) you may contact the income tax department to register as retired with no filing requirement.

I live with and am supported by a family member/friend. Do I need to file?

Yes! If you are age 18 and older you are required to file a Village of Bradford tax return. Even though you do not work or you can be claimed as a dependent on someone else's federal tax return, your obligation to file a Village of Bradford income tax return is mandatory!

I receive Social Security Disability. Do I need to file?

The Village of Bradford requires an initial filing including a copy of your award letter stating when you became disabled. If you receive Supplemental Social Security, you are required to file yearly as this was meant as a short term situation.

When are the Village of Bradford income taxes due?

File on or before April 15th with the Village of Bradford Tax Department, PO Box 128, Bradford, OH 45308. Fiscal year taxpayers shall file on or before the 15th day of the fourth month following the close of their fiscal year. In the event the due date falls on a weekend or a U.S. legal holiday, the due date shall be extended until the end of the next business day.

Where do I obtain tax forms?

Forms will be mailed to taxpayers in January. Forms can also be downloaded via the internet from the Village of Bradford website: www.bradfordoh.com. Forms may also be picked up at the Bradford Post Office; The Bradford Public Library and The Village of Bradford utilities office. PLEASE NOTE: Residents may sometimes be missed and not have a return mailed, however it is the responsibility of the resident to make sure they file a Village of Bradford income tax return.

Where do I file my Village of Bradford Tax return?

The Village of Bradford return is due April 15th and can be hand delivered at the Village of Bradford, 115 N. Miami Ave., Bradford, OH between the hours of 8:00 am-4:00 pm Monday thru Thursday; returns can also be dropped off after hours in the drop box at the Village of Bradford or you can mail returns to PO Box 128, Bradford, OH. 45308. If you need help with your return you can take to Boring & Associates CAPA, Inc., 161 E. Main Street, Versailles, OH and they will fill out your return for free. Their hours are Monday-Friday 8:00 am thru 4:30 pm. If you need assistance please call Sharon at 937-526-4411 ext. 209.

Can my Village of Bradford return be filed electronically?

NO!! The Village of Bradford does not have the capability to accept forms filed electronically. It is up to you, the taxpayer to file the paper return that you received or were given by your tax preparer.

Can I apply for an extension of time to file my Village of Bradford return?

Any taxpayer that has duly requested an automatic six-month extension for filing the taxpayer's federal income tax return shall automatically receive an extension for the filing of a municipal income tax return. An extension of time to file is not an extension of time to pay any tax due unless the Tax Administrator grants an extension of that date.

I received additional information after my return was already filed; how do I add to my original filing?

You may amend (change) a filing within three (3) years after the original return was filed. Amended information may include, but not limited to, additional W-2's or an attachment of Business Expenses (Form 2106) or miscellaneous income.

Why is local taxable income on my W-2 higher than federal or state taxable income?

It is federal and state tax policy to give tax preference or to defer tax on some types of income. For example, to encourage people to save for retirement, income put into a pension plan is not taxed for federal or state purposes until it is received as a pension. Municipalities in Ohio however do not tax that income when it is earned (set aside), but do not tax it when it is paid out in your retirement years.

Can I be assessed a penalty, interest and late filing fees?

Penalty and interest charges are levied unless required payments are made when due. A late filing fee of \$25.00 per month – up to a maximum charge of \$150.00 will be charged if a return is not filed by the appropriate due date, even if no tax or additional tax is owed. Penalty and interest are assessed if the return is filed after the deadline. Penalty is 15%; interest is 5% per annum (.42%) per month the return is filed late.

I owe Bradford taxes but I am unable to pay my full liability at the time my return is due; should I still file my return?

Yes, you should file the return by the due date whether or not you are able to pay the amount of tax you owe (to avoid the late-filing penalty). You will receive a notice for the unpaid taxes along with late payment charges that are due.

What happens if I don't file or pay my Village of Bradford tax return?

The Village of Bradford Tax Office makes every attempt to contact delinquent taxpayers with information supplied to this office. We send at least two (2) notices requesting filing or payment. Failure to respond or comply can result in court action. Any case filed through the court are subject to additional court costs.

My child is working part-time while at college; is he/she required to file and/or pay the Village of Bradford income tax?

Yes, so long as their official residence is in Bradford. If they officially change their residency to the city in which they are attending college, and they are not claimed by their parents as a dependent, they will not have to file/pay Bradford Income Tax. However, they will be required to submit a copy of any filing made to another municipality as proof of residency.

Does Bradford allow credit for taxes paid to another municipality?

Yes, Bradford allows up to one-percent (1.0%) credit for wages taxed by another municipality. **Please note this credit is for Ohio municipality tax only, not for taxes paid to school districts.**

EXAMPLE 1: Troy municipal wages of \$12,000 taxed and withheld @ 1.75% = \$210. Credit allowable is 1.0% of wages or \$120. Only \$120.00 is allowed as a credit.

Does the Village of Bradford allow Federal Form 2106 (Employee Business Expenses) to be used against income?

Yes, you can use Federal Form 2106, Employee Business Expenses (reduced by 2% of the AGI) against your associated W-2 income. However, if your withholding was paid to a city other than Bradford, you cannot claim a refund from the Village of Bradford.

Are schedule losses allowed to offset W-2 income? (i.e.: Schedule C, E, F, etc.)

No! Schedule losses cannot be used to offset W-2 income.

Who must file a declaration of estimated tax?

As of January 1, 2016 every taxpayer who anticipates taxable income not subject to 1.0% withholding and a tax due will be at least \$200.00 or more should file and pay quarterly estimated payments. Quarterly estimates are due: April 15th; June 15th; September 15th and December 15th.