

City of Greenville Income Tax  
Municipal Building, 100 Public Square  
Greenville, OH 45331  
Phone 937-548-5747 Fax 937-548-3035  
E-mail [incometax@cityofgreenville.org](mailto:incometax@cityofgreenville.org)  
**Withholding Questionnaire**

Company name: \_\_\_\_\_

Business owner's name: \_\_\_\_\_

Business address: \_\_\_\_\_

Mailing address: \_\_\_\_\_  
(If different than business address)

Project address: \_\_\_\_\_  
(If work being completed in Greenville)

Courtesy withholding:  Yes  No  
(Employee lives in Greenville, but does not work in Greenville)

Any employees working remotely in Greenville:  Yes  No

Federal Identification Number: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Effective date of withholding: \_\_\_\_\_

Number of employees: \_\_\_\_\_

Remit withholding:  Monthly  Quarterly

Name of payroll service (If applicable): \_\_\_\_\_

Statutory Agent: \_\_\_\_\_ SSN: \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

IF YOU HAVE ANY QUESTIONS OR NEED ASSISTANCE IN COMPLETING THIS FORM, PLEASE CONTACT THE GREENVILLE TAX OFFICE AT 937-548-5747. PLEASE RETURN WITHIN 20 DAYS.

Withholding forms may be found on our website: [cityofgreenville.org](http://cityofgreenville.org)