



# CITY OF WARREN, OHIO

## INCOME TAX DIVISION

JOHN D. HOMLITAS  
*Treasurer*

418 MAIN AVE. SW  
P.O. BOX 230  
WARREN, OHIO 44482

THOMAS J. GAFFNEY, CPA  
*Tax Administrator*

TELEPHONE (330) 841-2551  
FAX (330) 841-2626  
[www.warren.org](http://www.warren.org)

Dear Business Owner:

This letter is to inform you of your Income Tax obligations to the City of Warren .

First, you must withhold 2.5% tax from all employees working within the city limits of Warren, and submit the withholding on a timely basis. If you pay any person(s) on a 1099, you are required to submit a copy at the end of the tax year. Secondly, you must file a company tax return each year on any net profit or loss derived from the portion of your business within the City limits of Warren.

You will be required to complete the Business Questionnaire so that the appropriate account can be established for you. Once the completed Questionnaire is reviewed by our office, an account will be established and the appropriate forms will be mailed to you with the due dates preprinted on the forms. The Warren City tax rate is 2.5%.

If you have any questions regarding this matter, please contact our office at (330) 841-2624.

Warren City Income Tax Department