

RITA Estimate Worksheet

Name of Municipality _____
 How did you hear about RITA? _____ Effective Date – Join RITA _____

Tax Data for Tax Year: _____

Tax Rate _____ Tax Credit _____ Credit Limit _____ Population _____

	Total # of Active Accounts	Total Dollars (Net Refunds)
All Account Types (Individual, Net Profit and Withholding)	_____	_____
Individual Accounts	_____	_____
Net Profit Accounts	_____	_____
Withholding Accounts	_____	_____

Do you participate in a JEDD, JEDZ, or ENTERPRISE ZONE?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, does it include Withholding and Net Profits?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Do you capture SSN and FEIN in your tax system?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Does your local income tax ordinance require semi-monthly withholding?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Do you have mandatory filing requirements even if there is no tax due?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Do you utilize the State of Ohio tax lists for non-filer compliance?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Are delinquent (non-paying) accounts kept in-house or sent to an outside firm?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
How many active payment plans do you have?	_____	
Do you pursue delinquent (non-paying) accounts through civil action?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, are civil actions handled in-house or assigned to an outside firm?	<input type="checkbox"/> IN-HOUSE	<input type="checkbox"/> OUTSIDE FIRM
How many civil suits are typically filed each year?	_____	
What percentage of accounts are delinquent (non-paying)?	_____	
What percentage of residents work outside the city/village?	_____	
Are income tax receipts sent to your city/village or to a lockbox?	<input type="checkbox"/> CITY/ VILLAGE	<input type="checkbox"/> LOCKBOX

Income Tax Department Budget (excluding refunds issued) _____

Are costs associated with civil actions included in your Tax Department budget?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Do you have a backlog of tax return processing?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, how many returns are backlogged?	_____	

Services Municipality Currently Provides:

E-FILE E-PAYMENT DOCUMENT IMAGING ON-LINE TAX CALCULATION

Tax System and version or Third Party Administrator Name _____

Person completing this form:

Name _____ Title _____ Phone # _____ Date _____

Additional contact person:

Name _____ Title _____ Phone # _____

Email: memberservices@ritaohio.com

Fax: 866.252.0938

Please call 866.252.0913 with questions

Note: this information will be held in strict confidence and used solely for completing an estimate for tax collection services
 rev. June 2024