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**ART P. PREIKSA**  
TAX COMMISSIONER

**INCOME TAX DIVISION**  
DEPARTMENT OF FINANCE

Dear Taxpayer,

Due to recent amendments to the Ohio Revised Code, Section 718, we have adopted new procedures for handling refund requests for days worked out of the JEDD. Most requests will be honored the same as in prior years, however, these requests must now be submitted on the new JEDD refund forms and itinerary schedules.

Use the JEDD Refund Application if your request is for days worked outside the JEDD. You must complete the entire form and the itinerary schedule found on Page 2. Make extra copies of the itinerary if more lines are needed. Then have the form verified for accuracy by your employer. (The appropriate individual is one who has legal authority to sign for the company and knows your work schedule.)

Also, please be advised that a resident city may want to pursue collection of these dollars if you live in a city with an income tax that gives credit for taxes paid elsewhere.

Refunds are issued within 90 days after we have receipt of the correctly completed JEDD Refund Application and itinerary forms, or after receipt of the employer's correct JW-3 reconciliation form, including all W-2 information, whichever is later.

Sincerely,  
JEDD Section  
Income Tax Division  
330-375-2539

# JEDD REFUND APPLICATION

## For Days Worked Out of the JEDD Or Taxes Over Withheld by Employer

During the year \_\_\_\_\_, my employment with \_\_\_\_\_ located in the JEDD, required me to perform services both inside and outside the JEDD limits as follows:

**Total Days Paid** 52 Weeks @ 5 Days per Week or 260 Working Days:

(or dates of employment - beginning \_\_\_\_\_ thru \_\_\_\_\_ )

**Working Days Outside the JEDD** \_\_\_\_\_

**To be Refunded**

(COMPLETE THE ITINERARY ON BACK IN DETAIL. Make extra copies of itinerary if more lines are needed. Do not include vacation, sick, holiday, weekends or other paid non-working days.)

**Working Days in the JEDD** \_\_\_\_\_

**Taxable**

During the year \_\_\_\_\_, my employer \_\_\_\_\_ over withheld my JEDD income taxes as follows:

(Please explain) \_\_\_\_\_

**JEDD Tax Withheld from W-2** \_\_\_\_\_

**Attach copy of W-2**

Under penalties of perjury I hereby certify that the information provided herein is true, correct and complete to the best of my knowledge and belief.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Employee's Name

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Employee's Home Address

\_\_\_\_\_  
Daytime Phone Number

\_\_\_\_\_  
Employee's City of Residence

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**We will calculate and issue a refund based on the information provided.**

Payment will be made within 90 days of receipt of the completed refund request or completed employer annual withholding return, whichever is later.

You must attach copies of W-2's showing JEDD wages and JEDD income taxes withheld.

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## EMPLOYER'S VERIFICATION

Under penalties of perjury I the undersigned state that I have examined this claim for refund, and to the best of my knowledge and belief, this refund claim is true and correct.

The days outside of the JEDD, shown on the accompanying itinerary, reflect actual working days and do not include vacation, sick, holiday, weekends or other paid non-working days.

Taxes were over withheld and paid to the JEDD – No W-2C has been or will be issued for this employee.

\_\_\_\_\_  
Employer's / Manager's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Employer's / Manager's Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Employer's / Manager's Phone Number and Extension

**JEDDs PO Box 80538 Akron, OH 44308**

Forms are available at [www.ci.akron.oh.us/1040](http://www.ci.akron.oh.us/1040) or by calling 330-375-2539

